

## **Cleveland House Board Meeting**

**July 13, 2021**

**(Via Conference Call)**

The meeting was called to order at 7:01 p.m.

Roll Call: Board members Mary Rufe, Ken Matzkin, John Juilfs, Maria Diaz, Albert Anaim (joined 7:30) and management representative Alvaro Guerra attended.

Minutes: Upon a motion to approve made by Ken Matzkin and seconded by John Juilfs, the May 11, 2021 minutes were unanimously approved.

Landscaping: The trees that fell over the dumpster were cleaned up by J&M Landscaping. They also trimmed the hedge by the 7-11 parking lot. The management company is contacting the management of the apartments that owns the trees for some reimbursement on the clean-up and fixing the fence. The Board will meet with the landscaping company to see about replacing some dead shrubbery by the driveway and planting some new trees. Alvaro Guerra will send the Board information on the Arlington free tree program.

2022 Budget: The management company will send out to the Board a draft budget. This will be discussed and approved at the August meeting.

Lamp: The lamp on the north side of the building needs to be fixed or replaced. The top is broken.

Picnic Table: Albert Anaim will send links to three choices for the Board to vote on. Mary Rufe will order the table. A sign with instructions on use of the picnic table will be ordered.

Inspections: Mr. Flores is finishing up the inspections. He will check on the water near Unit 100 the next time he is here.

Carpets: Mary Rufe will order three new carpets for the entranceways.

Resolution on Virtual Meeting: This is required by the State of Virginia to continue to hold electronic meetings after the pandemic. Upon a motion duly made by Mary Rufe and seconded by John Juilfs, the resolution is approved 5-0. It will be mailed to all owners.

Hall Odors: There have been some complaints about odors in hallways. The Board members will check it out and see what can be done.

Next Meeting: The next meeting will be Tuesday, August 10, 2021 at 7 pm.

The meeting adjourned at 8:12 pm.

Respectfully submitted,

Mary Rufe