

Cleveland House Board Meeting

August 10, 2021

(Via Conference Call)

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

Roll Call: Board members Mary Rufe, Ken Matzkin, Maria Diaz, John Juilfs, Albert Anaim (joined 7:45) and management representative Alvaro Guerra attended.

June Minutes: Upon a motion to approve made by Ken Matzkin and seconded by Maria Diaz, the June 8, 2021 minutes were unanimously approved.

July Minutes: Upon a motion to approve made by Maria Diaz and seconded by Ken Matzkin, the July 13, 2021 minutes were unanimously approved.

Owners' Forum: A unit owner complained about a smell in her unit and that the fans were not working. The Board said they would check on the fans and if anyone else in the tier was experiencing a problem.

2022 Budget: The management company had sent to the Board a draft budget. There were a few questions on some line items and the reserve fund. The management company will start working on the reserve study which is due in 2022. The Board has worked on a number of capital projects noted in the past reserve study and anticipates no big projects for 2022. The budget includes the same amount as last year and recommended in the reserve study contributed to reserves.

Upon a motion duly made by Mary Rufe and seconded by John Juilfs, the draft budget as stated with a 0% condo fee increase and any amount leftover in the 2020-2021 budget moved to a contingency fund will be approved for the budget year 2021-2022. The Board agreed unanimously.

The management company will prepare the budget letter to send out to owners.

Landscaping: The management company is contacting the management of the apartments that owns the trees next to the dumpster for some reimbursement on the clean-up and fixing the fence. The Board is still interested in the Arlington County free tree program. Mary Rufe will try and find a certified arborist who can advise on trees and our current landscape.

Lamp: The lamp on the north side of the building needs to be fixed or replaced. The top is broken. Mary Rufe suggested trying PSE who possible put in the original fixture.

Picnic Table: Mary Rufe will order the table. A sign with instructions on use of the picnic table will be ordered.

Vending Machine: The Board talked about putting one in the building as a possible revenue idea and service to residents.

Washing/Drying Machines: An owner has presented an idea for putting a compact washer/dryer unit in their unit. The Board is not in favor of this and wants to do some due diligence research by contacting our plumbing company who has worked extensively in the building. The work done by EPipe years ago which lined the copper pipes to contain pinhole leaks needs to be considered. The lining if broken negates the protection from pinhole leaks. Years ago, someone did try to install a

washer in their unit and the water backed up into the first floor units. The management company will get back in touch with the owner.

Hall Odors: There have been some complaints about odors in hallways and also moisture in the carpet. The Board will check out possibly getting an air purifier or some other type of odor control.

Next Meeting: The next meeting will be Tuesday, September 14 2021 at 7 pm.

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Mary Rufe