

Rookwood Gardens Board Meeting Minutes, Oct 2019

Date: October 1, 2019

Location: East Laundry Room at Rookwood Gardens Coop

Time: 7:00pm Central

Present:

Mary Beth Corbett, Board President

Dan Rosenthal, Board Vice President

Jeanne Herrick, Board Member

David Galloway, Board Member

Maryam Kazemzadeh-Atoufi, Board Secretary

Lauren Lopez, Board Treasurer

Jossenka Fontanini, Cagan

Residents: Val, Jim, Paul, David Walker

Agenda:

Call to order: 7:03pm

Approval of prior meeting minutes

The minutes of the previous meeting were approved by Mary Beth, Jeanne, Dan.

Manager's Report

- Account balances as of 09/30/2019:
 - Operating \$166,548
 - Reserve Combined: \$254,819
- Project updates
 - Back concrete approved repairs (QRI)
 - Date set: 10/21/2019 (2-3 week project, weather--dryness-permitting)
 - Owners will be credited garage payment for the whole month since the garages will be inaccessible and cars must be removed from garages
 - Owners must be immediately notified via email and letter. **Jossenka will call them.**
 - Unanimous vote to approve.
 - Raynor Garage to remove garage doors & frames on the week of 10/14
 - Concrete slab replacement in front of garage 6 & 7
 - Concrete repair and driveway columns (4 locations outside of garages 2-5)
 - Concrete beam repairs above garage doors 6, 13, & 14 - (these 3 garages will not be accessible during this project)
 - Modac coating on all 14 columns/beams
 - Concrete overhang sealant / membrane installation

- Back storm doors (similar style to G3 and F3)
 - The doors to be replaced are the 4 in the 734 tier.
 - Bids for J & E and Certified Windows
 - J&E has three options. Option one and two were considered priced at \$239 and \$337. Unclear about color for each option. Typically try to match window frame color.
 - Certified Windows \$500 per door with a minimum of 3-4 doors to be done. Too expensive.
 - **Jossenka to ask for samples of the color for the three options from J&E**
 - Vote passed for J&E option one (\$239), pending that the color can be brown for best match with stairs and window.
- Tuckpointing - Hawk Masonry has declined work - looking for new tuck pointers - work tabled to 2020 as too late in the year
 - **Jossenka to take specifications from Hawk Masonry and send out to other companies.**
- Window cladding - work scheduled outside of 730 front courtyard off both sides of front entry - work to start 10/14 (3 wk project - weather permitting)
 - Rob's roofing recommends not to start window cladding on the back since tuckpointing has not been done. He recommends that order of repairs be: masonry (lintel), then Darcy window work, then window cladding.
 - Darcy will do garden facing units next -- table this discussion to spring.
- Front entry door repairs (sand, varnish, sealer) done on 718, 720 tiers by Colby along with some touch-ups

Other business

- East laundry room window repairs needed (Cagan to obtain bid for repairs)
 - Corrosion on bottom from wetness. Darcy is aware and will let us know after he evaluates the situation.
- Solar panels (D.R.)
 - Discussion tabled until after the roof replacement.
- Dog policy update
 - 29 people responded to the survey. 75% are in favor of allowing dogs. The two major concerns were barking and the implementation of a size/weight policy.
 - This will be formally voted on in the annual meeting.
 - **Dave G and Dan to continue to work together to recommend a policy to be voted on.**
- Schoeneman Repairs - S1 has pending repairs to be scheduled at owner's convenience
 - To be discussed outside of the meeting.
- Landscaping update - Paul
 - Volunteers to begin basic landscaping such as weeding and mulching.
 - Proposal to have Ryan Kettlecamp (professional landscape architect) design a concept for a long term plan. This is not sale of plants or installation. Purely a concept design.

- **Paul to get a quote for the next board meeting.**
- Individual Owner Window Repairs Darcy - Cagan to provide
 - S-3 and G-3 the last units.
- Rental of Garden Unit
 - Unit vacant as of 8/31
 - Tub glazing scheduled 9/30 - they came, but the work has not been looked at
 - Listing with Apartment People
 - Needs to be deep cleaned, if possible.
 - **Jim Lord to maintain a dehumidifier in the unit.**
- Nominating committee for new members of the board:
 - Representative from each tier, 2 from 734 tier
 - Cannot be a board member and cannot be someone nominated.
- **Jossenka to follow up on auditor**
- Maintenance on the back stairs - is it periodic?
 - We do periodic spraying. We have discussed with AJ building and grounds that this occurs 3 times a year.
- **Maryam to follow up with lien from back staircase repairs**
- Read and review Dave G's proposal for the next meeting.

Next board meetings: 11/5/2019 (2 hour meeting), 12/3 Board Meeting, 12/10 Annual Meeting from 7-9pm

Adjournment: 8:27pm

Action Items bolded in the minutes.

Meeting minutes submitted by: Maryam Kazemzadeh-Atoufi

Meeting minutes approved by: