

Rookwood Gardens Board Meeting Minutes, Sept 2019

Date: September 5, 2019

Location: East Laundry Room at Rookwood Gardens Coop

Time: 7:00pm Central

Present:

Mary Beth Corbett, David Galloway, Dan Rosenthal, Lauren Lopez, Jeanne Herrick, Jossenka Fontanini

Agenda:

Call to order:7:16

Approval of prior meeting minutes

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

Manager's Report

- Account balances as of 09/04/2019:
 - Project updates
 - Boiler pump replacement COMPLETED
 - Back concrete approved repairs (QRI)
 - Date set: 10/21/2019
 - Back storm doors (similar style to G3 and F3)
 - Revised bids for J & E / Certified Windows
- Operating 137,943.98
Reserves 254,818.86

Storm doors waiting for bids.

Courtyard lighting pushed to next week.

All projects moving forward to go through Cagan to maintain proper timeline.

Other business

- Dog policy update
 - Survey be sent out ASAP, 2 weeks to respond
- Schoeneman Repairs - Cagan
 - S1 pending. Get a professional consultation as to wallpaper peeling.
- Rear alley brick and window sill repair status - DG/Cagan
 - Hawk masonry officially uninvolved.
- Landscaping - J.H.
 - Reached out to Nature's Perspective, discussed fall clean up. Shovel up weeds.
 - Swap out hostas. Fall clean up with residents.
 - Fall cleanup- done by vendors
 - Chameleon overgrowth

When Steve comes up he will do a swap with the hostas
Wood boarders

Idea: Bartlet can cut the hedges? Need to talk to Bartlet about a quote.

- Discussion of rules pertaining to late fees - Cagan
Late Fees for Insurance- Jennie proposes min of 100+ 50 a month, MB **250 +50** a month. Need to send a clear signal that residents need insurance. Add to closing, 10 day grace period this year only.

Monthly late fee- 50 a month, from the 10th. Late fee automatically mailed.
- Individual Owner Window Repairs Darcy - Cagan
Darcy says done by end of week, MB Says her unit not begun yet. Cagan to check.
- Cleaning crew not doing their job (brought to our attention by Mira)
Without actual cleanliness concerns there is nothing actionable.
- Rental of Garden Unit- Unit vacated, Cagan doesn't manage. Spray for mold, tub glaze, paint. Is Bill ind. Contractor for garden? MB will list room.

Voting in Lauren. Vote approved. Lauren Lopez added to board.

Next board meeting: 10/1

Adjournment: 8:10

Action items: Send out dog survey, prepare garden unit and find keys, get window timeline from Darcy, add late fees, contact third party wallpaper consultation.

Meeting minutes submitted by: Dan Rosenthal

Meeting minutes approved by: