

Meeting minutes 3/19/2011

Attendees: Jeff Cheng; Kevin Schwind; Travis Cook, Dominik Kowalski

Subjects discussed:

1. Budget – 2011 budget review including painting rear hallways; carpet replacement in the rear hallways; inspection and painting of balconies.
2. Sliding gate – fix needed as the gate should not open manually when mechanism is engaged.
3. Landscaping – landscaping services will begin at the end of May/beginning of June. Three bids needed. Spring cleanup and power wash will take place in April.
4. Garage heaters – potential improvements/changes to garage heaters will be discussed in the fall. Comed bills for next billing cycle will be provided to Jeff.
5. Recycling – Single stream recycling will be implemented. At the moment one container will be placed in the middle garbage enclosure with a once a week or twice a week pick up.
6. Downspout – leaky downspout between 1913-1915 buildings will be examined and fixed.
7. Garbage – ask current cleaning crew for a quote for front/back garbage pickup/cleanup.
8. Insurance – to be discussed at the meeting with homeowners.
9. Garages – inspection and oiling of garage mechanisms to be scheduled this summer.
10. Towing – notes to be placed in the front hallways stating current rules for towing a car from the property. Signs to call property mgr to be added to towing signs in the back parking lot.
11. Keys – property mgr to make copies of garage doors and rooftop patio doors keys.
12. Collections – begin collection action for units 1927-2; 1915-3; 1919-4; 1927-1.