



**SUMMER HOUSE CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS VIRTUAL MEETING**

March 08, 2022 @ 5:30 PM

**MINUTES**

**I. Call to Order**

- a. The meeting of the Board of Directors was called to order by Aseel Shehadeh at 5:46 PM.
- b. There were 4 Board Members in attendance: Aseel Shehadeh, Kristen Feihe, Yana Grigortchouk, & Natasha Verma.
- c. There were 8 other homeowners present other than the Board.
- d. Sean Morrissey and Archie Van Beek from M&M Property Management attended.

**II. Management Report**

- a. There were 175 tickets created since last meeting and 1 unit sold (401).

**III. Architectural Report**

- a. 906 remodel is still being completed.

**IV. Landscaping Report**

- a. Want to ensure all snow removal salt bags are placed accessible for snow vendors to utilize, requested that ramp to garage have added ice.

**V. Committee Reports**

- b. **Communications** – Nothing new to report. Kristen Feihe gave a reminder about the SHCA owner website.
- c. **Infrastructure** – Jeff Shoemaker was not in Attendance, Aseel Shehadeh requested update on Elevators in Elevator Report for Old Business.
- d. **Parking**—Aseel Shedadeh noted issues with Parking Spots that revenue was not being collected on. Sean notified Board that he will follow up with Accounting.
- e. **Pet** – Aseel Shedadeh will work with Archie on enforcing the Rules and Regulations in regards to pets at the summer house.
- f. **Landscaping** – Yana Grigortchouk requested landscaping bids to take care of exterior this summer. Areas of focus, front lawn, new mulch quotes, quotes for new seeding for grass, or rocks.
- g. **Roof Top/Pool Deck** – Natasha Verma has list of vendors for furniture. Natasha Verma stated that committee needs to narrow down vendor list. Sean Morrissey offered to to assist if needed.

**V. Minutes Review: February 2021**

- a. The Board reviewed the Minutes. Kristen Feihe made a motion to approve them. Yana Grigortchouk seconded the motion. With no further comments, the motion passed unanimously.

## VII. Old Business

- a. **Washer/Dryer Replacements Update** – Managing Agent updated Board on the current status of the app connection. Yana Grigortchouk notified Managing agent that dryers are to be programed at 60min, and are currently set at 45min.
- b. **Elevator Modernization**- Managing Agent stated that the modernization was still on schedule. Managing Agent notified Board that the first elevator is projected to be completed by end of month. Managing Agent notified Board that the installation of the new push buttons will require both elevators to be shut down for 4-8 hours, dependent upon project variables. Board requested shutdown happen during the weekday.
- c. **4 Year Audit** – The 4 year audit is in progress. Yana Grigortchouk is awaiting proposal from Dale, and will present to Board once completed. Yana Grigortchouk is hopeful that the audit will be completed by end of year.
- d. **Exterior Window Washing** – The window washing is commencing on 3/28/22. All owners must remove their screens prior to the cleaning. Kristen Feihe requested information on replacing screens, as well as process of helping residents needing help removing screens. Managing Agent will facilitate with vendor and update Board at the time.
- e. **Rooftop/Pool Furniture** – The Board has appointed Natasha Verma to spear head. This agenda item will stay until the project is complete.
- f. **Hallway Painting** – Managing agent awaiting proposal from Cruz at this time. This will allow for three bids to be reviewed.
- g. **Community Drain Treatment** – Managing Agent updated Board that research ia required for cleanout locations, as well as, access points.
- h. **HVAC Unit Checks** – Managing Agent is working with board outside of meeting. Board requested information on recommendations for HVAC checks.
- i. **MAU/Chimney Stack Timer** – Awaiting an install date from RK Mechanical. Managing agent will follow up with the board.
- j. **Additional Security Cameras** – Managing Agent will facilitate additional bids. Managing Agent will push proposals as received to Board outside of Meeting.
- k. **Hot Tub Floor Resurface** – The Managing Agent will facilitate additional bids for this tile replacement. Managing Agent will push proposals as received to Board outside of Meeting.

## VIII. New Business

- a. **Laundry Card Return Timeline**- Managing agent is in contact with CSC regarding how funds will be returned.
- b. **Starry – Internet Provider** –Board was informed of Hi-speed internet only company. Board stated that the company was not something that theywere recommending, but could be utilized by residents if there were no conflicts with current Comcast contract. Managing agent will gather more information.

## IX. Financial Reports

- a. The Board reviewed the financial statements. Yana Grigortchouk. stated that rent for 2 parking spots and bike rental have not been collected and needs to be remedied. The board will discuss outside of the meeting. Yana

approve Jan 2022 financials, Kristen Feihe made a second motion to approve Jan 2022 financials.

**X. Accounts Payable**

- a. The Board reviewed the accounts payable report. No further action was required.

**XI. Aging Delinquency Report**

- a. The Board reviewed the aging delinquency report. No further action was required.

**XII. Collection Status Report**

- a. The Board reviewed the legal status report. No further action was required.

**XIII. Compliance Report**

- a. The Managing Agent reviewed the compliance report with the Board. No further action was required.

**XIV. Homeowner Forum**

- a. Owner Howard Oxman. thanked the Board. Owner Marla Anderson maintains requested that Board review decision on Kitchen Sink leak repair, Owner responsibility. Owner Bill Smith notified of CSC damages to laundry door 8<sup>th</sup> floor. Owner Ron Roschke requested update to Board about water flowing under exterior architectural concrete. Board asked Archie to send to them for review. Paul Taurillo addressed move in date concerns and review from board to allow after hours adjustment for move in date requested. Board agreed to allow.

**XV. Summary of Actionable Items**

- a. The Managing Agent reviewed items requiring action.

**XVI. Adjournment**

- a. Aseel Shehadeh adjourned the meeting at 7:16 PM.

These Minutes were approved by the Board 04/12/2022