**November 1, 2023**

**Annual Board Meeting** – Minutes

1. **Call to Order and Declaration of a Quorum**

Board Member Matt Rodgers called meeting to order at 7:05pm

Board Members Present: Matt Rodgers, Raquel Amorese, Alex Chatziapostolou, Will White, Adam Vicencio
Residents Present: Konrad Bujak, Rodney Matthews, Kim Kurland

1. **Approval of minutes from last meeting**
	* Motion by Will White seconded by Adam Vicencio to approve minutes from October 4 meeting.
2. **Financial Report** *as of Nov. 1, 2023*

Operating Account $8,944.98
Reserve Account $51,353.98
**Total Cash on Hand $60,298.96**
Loan Balance $7,266.65

The board tries to have 1 year’s worth of operating costs in reserve, ideally used for capital expenses. Reaching one year’s worth of revenue is not tied to a time limit.
3. **Special Orders of Business**
	* **Election Board Members**
	Three Board seats are up for election this year: Raquel Amorese, Alex Chatziapostolou and Adam Vicencio.
	*Election was not possible. 9 out of a minimum of 13 owners were present.*
	* **Parking Space Lottery**

The Condominium has two parking spaces for lease. Cost is $90/mo. for 2024.
*Jennifer Pixler and Konrad Bujak retain their two parking spots for 2024*

1. **Governance**
	* **2024 Budget**The Board is introducing its 2024 Budget. We have been dealing with volatile energy costs and a building that is approaching 100 years old. The board is proposing a 12% ($20 to $25 per unit) increase in assessments to keep up with rising energy costs and other increased fees. Even with this increase, Clyde Court has significantly lower assessments compared to other condominiums on our block. **There is a 30-day comment period before the Board adopts its final budget on the December 6 meeting.**

	Motion by Adam Vicencio, seconded by Raquel Amorese to introduce the budget.
2. **Facilities**
	* **Basements**
		+ The basements have become overflowing with personal items. Backstairs are cluttered. If Weather holds, the Board will get a dumpster for disposal No. 16-20. Items left in the basement common areas will be discarded. Any items that need to remain in place need to be labelled and owners need to receive permission from the Board.
		+ Storage lockers under 133 will be issued leases for 2024.
	* **Pest Control**
		+ Be sure to sign up to have your unit treated on the 3rd Saturday of each month. We are paying for this service. If not used, we will look at removing it in the future. There is a discount for service scheduled by owners outside our regular time.

		Up to 5 apartments can be treated per visit. Owners can sign up as many times as they would like, if more than 5 owners sign up at the same time the Board will decide which apartments will be treated.

		**PLEASE NOTE:** Per our agreement, owners can call the company directly and have their apartments treated for a highly discounted rate (~$25/per visit). Owners will need to be home during the visit. The entire procedure takes less than 20 minutes.
		+ If owners observe any pest activity they should notify the Board.
	* **General Repairs and Maintenance**
		+ Repairs made to doors at 127 and 131 with electric entry system. If you notice an issue, please notify Board immediately through Buildium portal.
		+ The capital improvement for the masonry was proposed to be the retaining walls in the courtyard. The mason is recommending that we postpone that work to address issues with the east wall. They are coming next week to review the scope of work so that the Board can adjust what needs to be done.
		+ In the new year the Board is looking to implement a comprehensive plan for repairing all the doors.
		+ If any common areas require repainting, the paint is available at all Home Depot stores (you can just provide them with the condominium’s address). The paint is not custom and can be easily acquired. You just need to know which colors to use and where.
		+ If owners need to ever remove any large items (couches, mattresses, etc.) you can call the city and they will remove it for you. There is a $35 fee but it is a simple process.
3. **Owner Affairs**
	* **Unit Sales**
	Two units have sold recently: 131 2W to Kim Kurland, and 127 2E to Aries Calingo
	* **Bicycles**All bicycles stored in common areas must be registered by the end of the year. The registration fee is $10. If you have a bicycle in the common areas, please contact the Board.
4. **Discussion**
	* New five member board will try to evenly divide responsibilities.
	* Not a lot to report from the neighborhood. New bakery and dispensary are opening in the corner of Howard and Chicago.
	* Board is preparing packets for the December 6 meeting.
5. **Adjournment**