

Salem Square Board Meeting

Monday, September 28, 2020 6:30 pm

Conducted via Telephone

September Board Meeting Minutes

- A. Roll Call and Approval of August Meeting Minutes. Present were Joe Sexton, President; Bricks Avalon, Vice President; Robert Hourigan, Treasurer; Cheri Boden, Secretary; Barbara McGee, Staff Assistant, Landscaping Committee. August minutes were approved with one minor correction.

- B. Building and Grounds
 - 1. Rebuilding balconies and decks on north courtyard. We are hauling off and disposing our old vinyl shutters in October. Thanks to Ronnie and Charlie, our grounds look great.
 - 2. The south courtyard will need a new Biocide pump in the G basement before the AC system comes back on next Spring. Estimated at \$545, reported by Andy with Chardon Co. The south cooling tower already has new controls installed to regulate the biocide system.
 - 3. Hallway vacuuming is on Fridays. The vacuum cleaner needs replacing. Ronnie wants roller type upright model. Your board has budgeted \$300 for a commercial model with a 5year warranty. We are open for suggestions on model and where to buy.

- C. Treasurer's Report
 - 1. Checking account is at \$116,658. Reserve stands at \$158,626. CD is \$16,793.
 - 2. We saw a net income of \$11,637.19 for the month of August. Contributing factors:
 - ~Residents are paying their quarterly assessment, either in part or in full.
 - ~Labor expenses are below budget, driven by use of contract labor.
 - ~Heat and A/C repairs were below budget.
 - ~Electricity usage decreased due to moderate weather.
 - 3. Robert has initiated a transfer of \$22,000 from our Reserve account to our general checking account. This is to cover a payment of \$99,674 for the work completed on the

A and C building roofs. Our typical expenses for a given month are a little less than \$30k. This rises in the summer months to cover the A/C bills and will peak in October, when we usually plan the switch from A/C to heat. Our new maintenance agreement with Alpha energy will mitigate this expense, but this is usually the time we discover something has worn out or broken in the system.

Next fiscal year, we will budget the \$22k back into the Reserve.

All is on track for the first quarterly assessment.

This information will also be included on our website.

www.salemsquarecondominiums.com

D. Landscaping Committee

1. C 5-8

The new landscaping has been completed by owners. The area is more attractive.

2. E-2 has been taken care of by the owner. Thank you. It looks great.

3. Courtyard A-D

A soil sample was sent to the extension office. Suggestion is to add nitrogen to soil a year after planting the Japanese Bloodgood Maple. We are budgeted for \$500. We want the biggest one for our money. Nurseries suggest okay to plant the tree up to early December.

E. Old Business

1. Carpet H 1-4 carpet Installation is completed.

2. Bee removal

The past couple weeks there have been no sign of bees on the pole next to H building. We are waiting for LG&E to recommend what materials we would use and directions on best way to plug holes in the pole next to H building and seal off their return next season. Residents will be notified as LG&E will need to shut off electricity to H&E buildings. Robert suggested early morning or late night to minimize disruption for those who might be working from home.

3. G Basement Cleanout

The Rules and Regulation allow G basement storage for 30 square feet per condo owners through Salem Square. The basement use has got out of hand and it must be cleaned. Notices were passed out to each condo owner's door giving a deadline of September 30th. We are working toward seasonal storage only as stated on the large info board at G basement entrance. Please check your assigned condo unit storage and move G basement items to assigned unit.

A city-wide pick-up is scheduled Oct 16-18th. Look for building flyers. The pick-up includes bulk household items.

5. Five-Star Roofing

We have a warranty concern and have mailed two certified letters and have had no response. This company is not our current roofing company. We are consulting our lawyer on what we can do next.

6. Insurance

Bricks, our VP, researched insurance coverage options including quotes. We are staying with our current company. The main issue is getting quotes due to old Zinsco electric boxes in our main buildings and individual condo units. Some discussion about how many boxes have been changed out and possibly setting up a yearly inspection and a count.

The annual Workman's Compensation audit was completed and submitted.

7. Unit in F building

Owners have been contacted about issues that need to be corrected in their unoccupied condo. They responded to our certified mail and have agreed to repair items to comply with the maintenance in our by-laws.

F. New Business

1. Federal, City, and State tax forms were completed and mailed 9-8-20.
2. Switchover from A/C to Heat.

Changeover is usually a 5-7 days process. Some things need to be worked on before heat comes on. In the next day or two, residents will receive notice to turn A/C OFF. We discussed best date and what we do know is the longer we wait to turn off A/C, the longer it will take to get heat. On your individual thermostat, move thermostat all the way to the OFF position. If you have Fan On, even though you will hear fan noise, it will not cool. There will be a period when you have neither HEAT nor A/C. If condo owners do not reside at Salem Square, A/C must be off. You will receive a second notice in your building to set thermostat to HEAT ON. When turned on, rushing water sounds are normal.

3. Dog Poo

We have more complaints on dogs who litter their poo and do not trash it. The bylaws allow fines on repeated offenders who have already received several warnings. If you hire dog walkers, it is up to you to train them on approved walking paths, not sidewalks for our residents. Along fences and dog parks are best choices. The dog parks provide bags for pick-up and a trash can.

4. Volunteer opportunity

The landscape committee needs help for Autumn cleanup such as weeding, trimming rose bushes, and other yet to be determined small jobs. Can you give 2-4 hours work time in October and November? ~A good way to meet others. Please contact Barb McGee 502-893-9691 with your name, unit number and phone. We appreciate your participation.

G. Adjournment

Meeting adjourned at 8:38pm.