

Rittenhouse Square Condominium Association
Minutes of May 18, 2016 Board Meeting

Board members in attendance: Anne Battershell, Doris Ballog, Steve Donnell, Deb Kaufman, Louise Parsley, and Andy Thissen. Property Manager: Kathi Horvath. Becky Blackstone was absent and authorized Anne to vote on her behalf.

Financials – Andy Thissen

- The amount shown in the newsletter account was questioned as the newsletter was discontinued after the March 2016 meeting. The amount was for the March newsletter which since it was paid for by credit card was not paid until April.
- Anne proposed that we hire Schwarz and Co. to perform the 2015 audit, this company was recommended by our property manager Kathi Horvath. Louise seconded. Motion passed.

Operations – Anne Battershell and Kathi Horvath

- Anne requested owners and residents be vigilant regarding insect infestation as termites have been discovered in a basement ceiling on the east side of Schuylkill.
- Anne also beseeched owners and residents to check their basements for water infiltration regularly and especially after heavy rains. While the building foundation is the Association's responsibility, wall covering, floor covering and furnishings are the owners' responsibility. Much damage can be avoided if water infiltration is dealt with promptly. Sump pumps do need to be checked and serviced. This is a challenge as our Maintenance Supervisor works during weekdays when many owners are out at work. Residents with any concern about their sump pump are encouraged to put in a work order and include how they can be reached weekdays.
- A resident inquired what would be the end date for the staining and painting. This was explained that it would be weather dependent.
- The Pool areas and Clubhouse exterior are now non-smoking and signs are posted.
- The furniture at both pools is being evaluated for replacement. The pools will open Friday May 27th.
- Anne proposed using a candle/flame tip shaped LED bulb in the lamp posts as a long lasting and more attractive alternative to coil fluorescents. This will also save buying and installing an additional piece of glass (the hurricane globe) where this piece has been broken or lost. The Board approved this on May 25 after seeing the sample.
- Rules are being updated and revised. Bylaw amendments have been reviewed by our attorney. A letter explaining the need for the revisions and the amendment process will be written. The proposed amendments will be mailed to all owners for voting in early June.

Social Committee – Doris Ballog

- A Garage Sale is scheduled for June 18th. Becky Blackstone, Doris Ballog, Louise Parsley and Deborah Kaufman are organizing the event. More participants are needed for the event to go forward. If you wish to join the sale turn in your slip to Doris by June 2nd.

Rules Violations – Kathi Horvath

- Sofa sat out on St James for over a week. Owner was issued violation.
- Raised bed with vegetables on common area is against rules and bylaws, was issued a violation asking to remove or place on enclosed patio.
- Large wood planters on Rittenhouse N not approved. Owner was issued violation asking to remove them or place on enclosed patio.

Blockwatch – Tish Smith

- Advised there is a citywide Blockwatch meet and greet on August 2nd. Hopefully some Rittenhouse Square Blockwatch members will attend and/or organize something here.

Clubhouse – Tish Smith

- There are four rentals for May and so far one scheduled for June.

Website – Tish Smith

- Website has 159 users. This is great.
- Request was made to add staining schedule showing what year units will be done to the website.
- Question was asked about large amount shown for the website hosting on Financial Statement. This amount is for the entire year.
- Request made to add who is tending to the various landscaping plots to web site.

Landscaping – Steve Donnell

- Steve D. planted 25 small white pine trees along Bethel Rd to help screen the St James fronts facing the road.
- The question of who maintains the front entrance planting beds was asked. These are planted by the Landscaping Committee.
- The Landscaping Committee is planning the additions to the entrance beds and for in front of the Clubhouse and along Rittenhouse Square West and North. They will plant them all very soon.

Strategic Planning

- The Committee met and began work on identifying and describing all physical components that Association is responsible for. The Reserve study from 1996 is being used as a guideline for this as well as information from the DIY Reserve Study kit. This preliminary work will give the Association a leg up and hopefully defray

the cost of the state mandated every five-years reserve study; and at least aid the preparers in accuracy, something lacking in the 2014 study.

- The blueprints for Rittenhouse Square will be scanned and made digitally available from the web site so all owners may access. Having them in digital format will facilitate making the plans available to contractors when necessary without endangering the fragile originals.
- Mark Timbrook, who is a project manager for the City of Columbus Department of Public Utilities, offered to provide digital files of our utility drawings to post on the web site so all owners may access. Having them in digital format will facilitate making the plans available to contractors when necessary.

Meeting adjourned

Next Meeting is June 15th, 2016