

**RITTENHOUSE SQUARE CONDO ASSOCIATION
BOARD MEETING
OCTOBER 19, 2016**

- I. The meeting was called to order by Anne Battershell, President. Board members present: Anne Battershell, Doris Ballog, Becky Blackstone, Louise Parsley & Andy Thissen. Steve Donnell arrived at the financial report. Absent: Deb Kaufman

- II. Reports and Business
 - a. Administrative
 - i. Anne reported that the amendments to the bylaws have been completed by the attorney. The bylaws will be sent out to owners, and there will be 2 informational meetings held to address any questions on the amendments. The dates for the meetings will be posted on the website and an email sent.
 - ii. Since we now have a management company in place, it is proposed that the number of Board members be reduced to 5 in the bylaw amendments. There will be 6 remaining members when Deb Kaufman's term expires, so we will not need to hold elections at the end of this year providing the amended bylaws are voted in.
 - iii. We are working on a 2016-2017 Directory. Please send your changes to the previous directory to Anne Battershell (annybat@yahoo.com or beckyhblackstone@gmail.com).
 - iv. The locks to the Clubhouse front door have not been changed for decades, which leaves the building less than secure. There was a motion that the locks be changed and it was approved. The office will maintain a list of those who have the new keys.
 - v. There was a request by a unit owner to install a handrail (pictures provided). There was a motion to approve this request and it passed.
 - vi. There is a request by a resident of St. Alban's Court to replace or remove the street sign at the corner of the street that connects St Alban's and St James, it is currently also named St Alban's. It was noted that the original name of the street was Bauvier and not St. Alban's. The resident would like to have the street sign changed back to Bauvier to avoid confusion for deliveries. There are no unit addresses for this street, the change would not affect anyone's address. Andy Thissen will check with the city of Columbus to see the legal name of St. Alban's so a decision can be made as to the name and potential for new sign for this street.
 - b. Financial
 - i. Balance Sheet report – Andy Thissen covered the balance sheet for the month ending 9/30/2016. Steve Donnell joined the meeting.
 - ii. The delinquent report summary was provided by Kathi Horvath of Case Bowen. Two more liens have been filed for delinquent maintenance fees. Doris made a motion to issue a foreclosure notice on 2 properties. So moved, 2 abstained. The estate executor for Ms. Solley asked us to waive the late fees. The Board voted to not waive the fees.

- iii. 2017 Budget: The 1st budget meeting for 2017 will be held at Case Bowen with the full Board in attendance. The proposed draft budget will be presented at the December Board meeting for all who are interested.

Operations – Kathi Horvath and Anne Battershell

- iv. Maintenance request report – Kathi Horvath: There have been 188 work orders closed since the last meeting. There are 45 work orders currently open with 19 new work orders since the September meeting which include 7 gutters, 3 lighting, 1 animal control, and patio fence, gate posts and soffit repairs. The fire hydrants have been inspected.
- v. Resale report – no sales since the last meeting
- c. Landscaping – Louise Parsley
 - i. There will be two leaf clean-ups: Our landscaper will perform a ½ clean-up on Schulykill, one full leaf clean-up in 2 weeks and another in December. An additional leaf clean-up will cost \$500-\$600.
 - ii. Louise shared that the fall planting is almost complete with mums, flowering cabbage and kale planted. Louise has a lot of bulbs that will bloom next spring (32", 36" and 60"). She noted we have some invasive plants such as the zebra grass that needs to be decreased.
 - iii. Louise asked if residents have any seeds for flowers native to Ohio such as zinnias, daisies, etc., please share them with Louise. She will keep them for planting in the common areas next spring, this would save money.
 - iv. Resident, Mickey Kovach at 5188 Schulykill noted that there is a tree with a dead limb that is hanging over his patio and needs to come down.
 - v. Anne noted that bats have been reported at 3 buildings: 2 buildings on Van Pelt and 1 (St. James). The estimates to clear the attics of those buildings are \$10,000 and \$15,000. It was suggested that the Board call the Ohio State Extension office for advice. There was another suggestion by a master gardener to spray cologne at egress points. Bats are sensitive to smells and will move on.
- d. Strategic Planning: Anne Battershell – nothing to report
- e. Rules and Violations
 - i. 4 violations have been corrected and one fine has been paid. There were 3 parking violations this month. Anne noted that we continue to have issues with units that have 3 vehicles. If residents notice that a car is consistently parked in a visitor space, please let the Board know. Please be mindful and ask your guests to park in a visitor space and not a resident's space. If you have a service person coming to your home, please direct them to park in one of your spaces or a visitor space and do not to block driveways.
 - ii. Do not put bulk items out for the regular trash pick-up. Even though bulk pickup occurs on the same day as regular trash pickup, residents must call or go online to arrange a bulk pick-up from the City of Columbus in advance.

- iii. The resident's dog that attacked another dog has paid for the vet bill, and the matter is settled. It is vitally important to adhere to the leash rule to avoid any further incidents.
 - iv. Numbers on the curbs will be painted in the next few weeks. It was suggested that visitor spots be a different color, such as a neon color, to make those spots stand out from resident spaces.
- f. Social – Becky Blackstone
- i. Doris Ballog will put boxes in the lobby of the Clubhouse on November 1 through Dec. 4 to collect non-perishable food for the Salvation Army.
 - ii. We will be decorating the Clubhouse for the holidays on Saturday 11/26 from 9:00 am -2:00 pm, all are welcome to volunteer for all or a portion of that time. Please contact Becky at beckyhblackstone@gmail.com or by phone at 614.216.4326 to let her know of your intention to participate.
 - iii. The holiday party is scheduled for Sunday 12/4 from 5:00-8:00 pm. Please join us to celebrate the holidays. Please bring an hors d'oeuvre or dessert to share.
- g. Block Watch, Clubhouse and Web Site: Tisha Smith was called to a family emergency so her reports were not presented.
- h. It was noted that Clearwater is already on for next year to address the pool leak and replacing the heater at the clubhouse pool.
- i. It was requested that the Association purchase a bulk supply of glass chimneys/bulb covers for the outdoor light posts. Anne noted that the Board made the decision last year to now purchase candle flame shaped LED bulbs for the light posts that are attractive on their own and will also last longer. If residents wish to purchase the glass covers themselves, resources are Menard's and Home Depot.

The meeting was adjourned. The next Board meeting will be Wednesday, November 16 at 7:30 pm.