

Rittenhouse Square Condominium Association
Minutes of April 20, 2016 Board Meeting

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

Financials – Kathi Horvath

- The new format Case Bowen prepares was presented. It is now called Income/Expense statement. The figures presented were for the month of March 2016 and year-to-date 2016.
- Two accounts were overstated: The water/sewer showed the January payment which was 10k+ and paid late in February, also the cell phone reimbursement showed the Jan payment. Both these payments belong in our 2015 fiscal year.
- The new report has two columns Rittenhouse does not use – Current period/month's budget and variance. These will be deleted.
- The maintenance fees delinquency report was presented to the Board and is now called the Aged Owner Balances, total \$9,939.60. Two additional liens were filed against the units of owner's owing 3 months or more.

Operations – Anne Battershell and Kathi Horvath

- The Board reviewed a proposal submitted by *My Painting Guys* for carpentry repairs to siding and fences. This bid included repairs and replacements to the units being stained this year as well as repairs to units held over from 2015, and the bid to paint the carport ceilings from the 2015 and 2016 staining schedule. All voted yes to accept their bid. Their bid to replace a leaning brick patio wall on Schuylkill was approved provisionally as this owner may choose to have a new brick wall built for aesthetic reasons. *My Painting Guys* will bid the cost to replace the brick wall, and we have asked for two additional bids for this as well.
- The staining is underway and should be completed the first or second week in May depending on the weather.
- The resurfacing of both pool floors is also underway. Removing the chipped paint and debris, then fresh paint will be applied and allowed to cure for 10-14 days before the pools are filled with water.
- Some of Rittenhouse Square's lawn equipment is being sold to Chuck Douglas and Veronica Croft, this equipment is no longer needed now that we contract out our lawn care. The Board voted to do so via email.
- We plan to move the Clubhouse phone and fax line from AT&T over to Time Warner June 1st when our contract with AT&T ends to reap significant cost savings.

- Work orders submitted to date have been largely gutter and downspout related with a few lamp post submissions. One request to clean a brick wall of moss and reseal.

Social Committee – Becky Blackstone

- A Garage Sale is scheduled for June 18th. Becky with help from Doris Ballog and Deborah Kaufman are organizing the event. All units are invited to participate. Flyers with more information will be distributed.

Rules Violations – Steve Burt

- Steve reported 2 parking violations and 2 appearance complaints since the last meeting. One of the appearance violations is for using the front patio as storage.
- Anne proposed that the issuing of rule violation letters be turned over to Case Bowen. Steve B seconded. All voted yes.

Blockwatch – no report

Clubhouse – no report

Website – no report

Landscaping – Steve Donnell

- Steve D. purchased 25 small white pine trees for the Landscaping committee to plant.

Strategic Planning

- The Committee is scheduled to meet the last Wednesday in April to assign tasks for completing the DIY reserve study preparation kit. This is so that the next professional reserve study the Association contracts for will be more accurate and useful than the one done in 2013.
- Ann McMahon, a valued committee member has resigned because her work necessitates her moving to Kansas City. She will be much missed. A new member or two is being sought.

Parking

- There has been an ongoing issue on Moravian St with two owners misusing a visitor spot. Steve Burt reiterated the Board's position and interpretation of our rule that visitor spaces are only to be used by visitors/guests. It is not permitted for a unit owner to park there because they prefer that space over their assigned space or to park their extra vehicle there. If these violations continue the owner's will receive a notice and potentially be fined.

- The Board voted to permit passenger trucks to park in their owner's assigned spaces in October of 2015. This rule must also be changed in our bylaws. This change to parking will be put to the citizens for a vote as soon as all the proposed amended bylaws are ready. Meanwhile, with an OK from our attorney, the Board is adjudicating parking as if that change has already been made. Several citizens expressed their disagreement with this practice.

Comments & Questions from Residents:

- Todd Leach presented several appearance concerns he would like the Board to address:
 - Courtyard lamp posts – some are leaning, many have been banged up by the lawn mowers and need painting, most have very dirty glass, he would like to see the hurricane globes replaced so that the CFL bulbs being used are not exposed, he believes these globes cost no more than \$6 each.
 - Some of our brick walls have visible algae growing on them that should be cleaned off
 - Wrought iron fencing on front patio walls needs to be painted
 - Fire hydrants need painted
 - Electric meters would look better in a dark color to blend with brick, they look too prominent when painted in Stone Lion the new siding color
- Becky Garrity asked that the dog waste station at St James and Rittenhouse North be screened by a shrub or moved so that current shrubbery screens it from view. The stations need to be re stocked with bags as well.
- Some of the landscape beds need to be weeded.

Meeting adjourned

Next Meeting is May 18th, 2016