

**NOB HILL CONDOMINIUM OWNER'S ASSOCIATION**  
**June 17, 2024 BOARD MEETING**

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**PRESENT:** Board Members Sherry Ogrin, Jim Toth, Anne Magyaros, Mathew Hanson, Leslie O'Malley, and Manager Andy Capwill

**ABSENT:** Steve Rindfleisch

**ACTION ITEMS:**

1. Board Members: Landscape ideas/quotes.
2. Steve: Check Heating Valves in units for possible corrosion, and faucets for possible leaks.
3. Anne/Mathew: Options for money market funds
4. Steve: Contact Kinetico re: water filtration system.
5. Andy: Rules and Regulations Booklet update (electronic and hard copy).
6. Andy: Security Cameras/WiFi business account through Verizon
7. Andy/Steve: Operations Manual
8. Andy/Steve – Recycling Program logistics and rules, etc.
9. Andy/Steve – Tree trimming and removal
10. Andy/Steve – Fix soffit and squirrel removal on 5017 building.
11. Andy – Contract for asphalt work for last section of driveway.

**DISCUSSION:**

1. **Call to Order:** The meeting was held in unit E4 at the 5017 building and Sherry called the meeting to order at approximately 6:27 p.m.
2. **Agenda:** The Agenda for the meeting was approved.
3. **Minutes:** The minutes from the last Board meeting on April 22, 2024 were reviewed and approved.
4. **Reports:**
  - A. **Financial Report:** Our accounts are as follows as of May 31, 2024.

Savings: \$199,440.83 (\$199,390.00 savings plus \$50.83 checking at FNB)

Checking: \$ 49,683.19

Revenue for May, 2024 was \$40,546.14 and net income was \$8,024.09

Expenses were \$31,722.05

Our reserve fund as of May 31, 2024 was \$199,440.83.

Accounts receivable are prepaid fees.

Of note were the following items on the Profit & Loss Statement:

- Under Other Repairs, the change of \$500 was for gutter cleaning.
- Under HVAC Maintenance, a water heater was replaced at the 6000 building at a cost of \$9,670.00.
- Landscaping charges of \$2,687.74 was for lawn service and bulk materials.
- Pool expense of \$1463.96 was for opening the pool and for required pool chemicals for the season.

- Payroll expense of \$4,752.80 covered three pay periods in May.

**B. Legal Report:**

No pending legal issues.

**C. Management Report:** Andy Capwill

1. Employee Update: Nancy used to work for us to assist with the gardening, however, she is no longer working with us. Andy has been working with three Amish ladies on a trial basis, and it seems to be working out well. One of them works 12 hours/week, and the other two each work 6 hours/week. They help with mulch, trimming, weeding, etc., and one of them has previous landscaping experience which is proving to be very helpful. As they seem to be working out well, they will be added to the payroll after the trial period.
2. Recycling Program: The Recycling Program has finally been approved by the Village! Andy has a meeting with Kimble Waste Management at 10:00 tomorrow to discuss placement of the recycling containers. It may be near the 5009 building. The Village pays for the recycling program, however, any issues with raccoons must be covered by the association.
3. Tree Trimming – Some trees near the 411 and 5014 buildings require trimming or removal, and this is pending.
4. Carport Status: Unfortunately, we are unable to obtain financing for the carport. If we are able to keep funding our reserve fund as we have been, we may be able to self-finance this next spring. The other choice is to inquire about private financing which would most likely be much more expensive.
5. Rules and Regulations Manual: There has been an inquiry about window a/c units. This has been prohibited per past practice, however, it is not expressly prohibited in the Rules and Regulations, however, modifications to windows is expressly prohibited. The Board unanimously voted to prohibit window a/c units.

Secondly we will eliminate the Administrative Assistant position from the book, as it has not existed in years and is no longer relevant.

6. Squirrels: One the 5017 building, one of the soffits is off and needs to be replaced. This void has permitted squirrels to get in, and this will be addressed.
7. 6000 Building Boiler Room (North). Some flooding occurred and damage was caused to the 2<sup>nd</sup> floor storage room and tool room. Relmec was called for the repair. During their repair, the Relmec rep accidentally left the water on causing flooding. The Relmec invoice has now been received and there is a large fee for cleanup of the mess which they caused. Andy will work to negotiate a settlement.

8. Pool Deck: The concrete work has been completed surrounding the pool. Unfortunately, the ground continues to settle, and Andy will meet with a contractor to see what our options are, possibly including a retaining wall.
9. CoinMach Contract: Despite the fact that the contract was just renegotiated and we received new machines and card machines, they have contact Nob Hill to say that the contract is not to their benefit. They want the association to pay \$28/month per machine x 24 machines = \$672/month. We will decline this.
10. Asphalt: The only section which has not been redone (nearest Solon Road entrance) needs to be completed and Andy has two quotes: One was for \$15,500 from NES Paving, and the second was for \$9,000 from Pavement Specialists. The Board approved the bid from Pavement Specialists.
11. Water Heaters: In 2014 and 2019, water heaters were replaced and they usually have a 10-15 year life. Even though the units have been cleaned of sediment annually, it still builds up. We may want to consider a water filter system.
12. Electric Vehicles: We have had a couple of instances where the owner of an electric vehicle was charging the vehicle through the light fixture. This is very unsafe and not permitted, as the electrical systems currently in place were not meant to cover this load. Also, no extension cords may be used to charge EVs as this is a trip hazard. The Board agreed that these actions are prohibited and language will follow to be added to the Rules and Regulations regarding this topic.
13. Contractors: All contractors must file Proof of Insurance (workers comp and liability) with the Village. Nob Hill will require that all private work must be done by contractors registered with the Village. Nob Hill should be a secondary insured, and Jim will get clarification on this.

#### **5. Old Business:**

- A. Recycling Project: See 4.C.2 above.
- B. Tree Trimming Project: See 4.C.3 above.
- C. Carport: See 4.C.4 above.
- D. Operations Manual: In progress.
- E. Rules and Regulations Udate: See 4.C.5 above.
- F. Squirrel Removal: See re Alarms: See 4.C.6 above.
- G. Water Heater 6000 Building: See 4.C.11 above.
- H. Pool Concrete Work: See 4.C.8 above.

#### **6. New Business**

- A. CoinMach Proposal: See 4.C.9 above.

Next Meeting: Monday, September 9, 2024.

Meeting was adjourned at 7:30 p.m.

Respectfully submitted,

*Leslie O'Malley,*

Leslie O'Malley, Board Secretary