MCCA Board meeting minutes, July 23, 2024

Call to order and determination of quorum: The July 2024 regular meeting of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, July 23, 2024. In attendance were President Gordon Wean, Vice President Jessica Schreiber, Secretary Kathleen Hickman, Treasurer Scott Fine, and Directors Bill Lang, Chris Malstead, and Lloyd Owens.

Representing management were General Manager Paul Stroud, Operations Manager Tiara Smith, Maintenance Head Larry McHugh, and Rhea Elliot from Housekeeping.

Observing the meeting, via Zoom, were residents Eric Blake, Josiah Blasingame III, Lynn and Jeff Callahan, Jan Devereaux, John Gearity, Mary Louise Hahn, Lee Heinen, Beth Holloway, B.J. Miller, Jon Miller, Eric Schreiber, Linda Sempliner, Nancy Shanes, Sarah Wean, Sara Wotman, , Faye Gary, and Heather Ross.

President Wean determined the presence of a quorum and called the meeting to order at 7pm.

Owner’s comments:

Lee Heinen asked if insurance coverage has been secured for art exhibits in the West Gallery. She noted that mounting the next exhibit had been delayed. GM Paul Stroud replied that a reasonable proposal for insurance had been received and the matter should be resolved soon.

Approval of minutes: After noting the need to correct spelling of the names of Josiah Blasingame III and Stacey Lang, minutes of May 21, 2024 meeting were approved.

Management Report:

GM Paul Stroud reported that two units were currently offered for sale: 13415 (11B1) and 13805 (4A). In June there was one transfer of unit ownership: 13515 (3B). He noted the pattern of few units on the market and fairly rapid sales continues.

Three units remain subject to liens, with two in foreclosure (no change from last meeting), with Sheriff’s sale likely before the end of the year. Meanwhile, management has reached out to some members of the real estate sales community to ask if there might be prospective buyers before the final legal proceedings take place, in hopes of more speedy resolution of the liens.

Projects affecting the West Tower front porch have been completed, as has the seal coating of the rear drive (which had been delayed and postponed several times due to weather).

Two boilers have developed problems that require repair before the start of heating season. Repairs are expected to cost as much as $100,000. Together with income shortfall due to units in foreclosure, a number of projects have been temporarily deferred, including painting and upgrades in the West Garage, replacement of a utility door in Building 13615, front entrance lock updates, Studio Building clerestory window pointing, ground repairs, and the allowance for freight elevator repairs.

A resolution was introduced regarding policy for delivery of freight: it was moved by Kathleen Hickman and seconded by Lloyd Owens and approved by the Board that

In order to ensure the safety of our maintenance staff, we have implemented the following freight policy to limit the responsibilities of the maintenance team for delivering items over 50 lbs. If a resident’s delivery is outside the scope of this policy, please arrange the delivery to your unit with the provider or MCCA can recommend a delivery company for service. MCCA recommends that a resident arrange delivery to their unit from the original delivery party to avoid any extra charges or fees.

1. Please advise MCCA management office of all freight deliveries.
2. MCCA maintenance staff cannot deliver any items over 100 lbs.
3. Residents must schedule the delivery with maintenance and will be billed at the in-suite maintenance hourly rate.
4. MCCA maintenance will not deliver any appliances.
5. All deliveries must fit the dimensions of the freight or passenger elevator of the building it is being delivered to. This does not apply to units on the 1st floor of buildings or buildings without elevators.
6. MCCA is not responsible for any damages to the item being delivered.

Paul Stroud noted management continues to seek one additional member of maintenance staff and an additional member of housekeeping staff.

Treasurer’s Report:

Treasurer Scott Fine introduced a new format for the summary narrative of financial statements in the monthly Board packet. He reported that overall, income and expenditures are fairly close to budget, but the appearance of boiler repairs and continued shortfalls in cash income due to foreclosures require some shifting of funds from the reserve account. In summary, he stated that we believe we will be able to fund our budgeted operational and capital items, but will continue to monitor cash and accounts receivable as the year progresses.

Committee Reports:

Budget and Finance Committee (Scott Fine, reporting): More extensive coordination is being initiated involving Finance, Facilities, and Reserve Study committees, to better align the budgeting process to institutional needs.

Facilities Committee (Lloyd Owens, reporting): a meeting is scheduled in August and plans are being made for a campus tour for committee members.

Resident Experience Committee (Linda Sempliner, reporting): Thanks to Larry McHugh for leading a well-received tour for new residents. A resident group will be sailing on the Goodtime III for a tour of Cleveland river and lake sites. The summer MCCA picnic will be Aug. 19. Happy hour events are planned for Oct. 25 and near Valentine’s Day 2025. Several author events are scheduled for fall and winter. And a reminder of the availability of bocce on the lawn on Fridays.

Rules Committee (Jan Devereaux, reporting): In addition to the existing complaint policy, a procedure for conducting hearings was developed and implemented. Details of the complaints and hearings remain confidential, and are dealt with in executive session. Rules committee continues to pursue solutions to on-going problems with smoking.

Newsletter Committee (Eric Schreiber, reporting): Work is in progress for a newsletter to be published in late July or early August.

President’s Report: Gordon Wean noted that business meetings are held every other month, but since the May business meeting, the Board has met on May 26 in executive session to deal with sensitive complaints and legal issues, and on June 24 for a workshop session in which there was discussion of how to make the complaint process less cumbersome while preserving measures that ensure fairness to all parties. The Board also discussed ways to possibly clarify and re-align responsibilities and coordination between Board, committees, and management to improve efficiency.

Resolutions: Jessica Schreiber moved and Scott Fine seconded a resolution to ratify four resolutions that the Board has considered and passed unanimously by email votes since the last business meeting. The Board approved.

1. Resolution regarding parking policy

[Current designated parking spaces behind MCCA buildings (‘Backline Spaces”) are intended for short term parking only for the purposes of loading and unloading. Signs are posted limiting parking time to twenty (20) minutes. Parking in Backline Spaces for more than 20 minutes in any one-hour period is prohibited.

Only residents who have parking privileges in the West or East Garage may use Backline Spaces (including guests and contractors). All residents or their guests who use Backline Spaces must first provide a working vehicle key to the Security Officer on duty. Using a Backline Space without first providing the Security Officer on duty a copy of the vehicle key is prohibited. If the vehicle is in a Backline Space for more than 20 minutes in any one-hour period, MCCA personnel have the authority to move the vehicle to its designated garage space or remove the vehicle from MCCA property, whichever is appropriate.

Parking of any vehicle in any Backline Space or any driveway connected to public roadways is prohibited between the hours of midnight and 6am, and is prohibited in designated fire lanes at any time unless specific and limited authorization is granted in writing by MCCA management. ]

1. Resolution regarding policy and rule enforcement assessments

[The Board of Directors of Moreland Courts Condomium Association, Inc. approves and adopts the following schedule for enforcement assessments for violations of the Moreland Courts Rule Book (rev.2017) pertaining to Automobile and Street Parking.

First violation: Warning

Second violation: $50

Third violation: $100

Fourth violation: $150

Fifth violation: $200

Sixth violation and beyond: $250 per violation

There is a daily maximum of violation citation per day per vehicle.]

1. Resolution regarding Board meeting schedule

[The Board adopts the following meeting schedule for 2024-2025:

Tuesday, July 23, 2024

Wednesday, September 25, 2024 at 7pm

Wednesday, November 20, 2024 at 7pm

Wednesday, January 29, 2025 at 7pm

Wednesday, March 26, 2025 at 7pm

Annual Meeting, Monday, May 5, 2025 at 6pm]

1. Resolution regarding committees

[ The Board approves the MCCA Board and Committee List for the Board term of service 2024-2025. Committees include Budget and Finance, Reserve Study, Facilities, Resident Experience, Newsletter, and Rules. Lists in full are accessible on the Moreland Courts website.]

The public segment of the MCCA Board meeting was adjourned at 7:55pm. The Board met in executive session, convening at 7:58 pm and adjourning at 9:21pm.