

**CAROLIN GARDENS COOP  
BOARD OF DIRECTORS MEETING  
[www.carolingardens.info](http://www.carolingardens.info)**

**Date:** October 8, 2019

**Present:** Michael Almon, Pat Flynn, Beatrice Moreland, Dennis Redmond, Suzette Salvati, Ying Yang, Dennis Butler (*managing agent/MA*)

**Absent:** Doug Condon, Niall Costello, Jean Clancy

The meeting opened at 7:39 pm. Minutes from the 9/10/19 board meeting were read and approved without corrections.

**Old Business:**

1. A \$300 fine was received from DOH for rat holes. MA is contesting it, showing attestations from our pest control company.
2. There was a report of a new roommate in A34. At the board's request, the shareholder and tenant appeared before the board on July 3. Based upon information obtained at the meeting, the board determined that the situation was one of sub-tenancy rather than of a roommate. Two letters and an email have been sent to the shareholder asking her to submit a sublet agreement, without response. The sublet will expire on March 31, 2020, before which time the shareholder would need to seek permission from the board for a second year. If that is not done, it will be considered an illegal sublet.
3. According to our new accountant, the amount in our NCB account has fallen below our requirement; the board voted to move approximately \$3,000 from the Reserve Fund to the NCB account to be in compliance. NCB has been contacted to arrange a transfer but has not replied. Pending.
4. The city did not receive the coop's tax abatement request for the past 2 years. We have submitted forms to reinstate the abatement and our MA is requesting a follow up meeting. Pending.
5. The MA is requesting bids for the painting of front and back doors, awnings, bay windows and fire escapes. Pending.
6. The board began a discussion about replacing the fence in the back garden between C & D buildings. Pending.
7. To install guards around tree trunks in front of building, we would either have to file for a permit with the Parks Dept or pay a donation to NY Tree Trust Tree Guard Program, who would install the guards. The costs of both options are comparable (around 1k). Pending.
8. The hallway light timers will be adjusted for all buildings. The lights will be on from 4:00 pm to 8:00 am.
9. Enough requests for window repairs have been made to justify a repair call. Service times are being set up for 10/30 and 10/31.
10. The north leader in C building and B building south leader were overflowing during last rain. MA has arranged to have them cleared and snaked on October 30.

**New Business:**

11. We will re-sign with our accounting firm for another year.
12. The heating system was turned on October 1 as per city regulations.
13. A fall clean up will be organized on Saturday, November 23<sup>rd</sup>.
14. The board will hold a holiday party on Saturday, December 7<sup>th</sup> from 5 to 9 PM.

<u>Treasurer's Report</u>	<u>September 2019</u>
Income	\$ 23,241.80
Expenses	<u>\$(34,323.34)<sup>1</sup></u>
Net	\$(11,081.54)
Bal. Brought Forward	<u>\$ 37,237.96</u>
Bal. Operating Account	\$ 26,156.42
Reserve Fund (Chase MM acct)	\$ 48,853.40
(NCB CD's)	\$ 22,076.15

<sup>1</sup> tax = \$26,399;

The meeting ended at 8:46 PM.

The next regular board meeting will be on 11/5/19 at 7:30 PM.