

**CAROLIN GARDENS COOP
BOARD OF DIRECTORS MEETING**
www.carolingardens.info

Date: July 21, 2020

Present: Michael Almon, Doug Condon, Dennis Butler (*managing agent /MA*) Beatrice Moreland, Chelsea Raffellini, Ying Yang, Pat Flynn, Jean Clancy

Absent: Niall Costello, Suzette Salvati

The meeting opened at 7:40pm. Minutes from the 6/2/20 board meeting were read and approved without correction.

Old Business:

1. Ms. Kuniko Naraski, the overdue sublet tenant of Eunice Murphy's apartment, unit A34, vacated the apartment in June 2020.
2. The cold water riser in E5 of E building was replaced June 9th in an effort to fix an ongoing brown water and water pressure issue. The problem was not fully resolved by replacing the cold water riser, so the Board voted to replace the hot water riser while the walls were still open. This fixed the problem; the dark water issue is now resolved in A building, specifically E5 unit. Total cost was \$3,800.
3. Coop property lease is expiring in 2053. Since many banks require a 30-year lease to issue loans, we will contact our lawyer now to begin the renewal process. This will require shareholder voting. Cost is estimated as \$1,000 for legal fees. Pending.
4. Saturday April 4th, there was a leak in the ceiling of apartment D23. The water was shut off in the unit's kitchen Saturday and Sunday. A leak was found in the kitchen hot water return pipe of unit D43 and was repaired. The holes in the walls/plaster from all work done have also been repaired. The total cost was (\$1,500 plumbing, \$1,900 walls/plaster/sheetrock)
5. Reminder: Air conditioners may be installed by the shareholder/residents as long as they do NOT screw into the window frames. It has been noted that several AC units have been installed with brackets without any prior permission by MA. Please check NYC requirements and recommendations regarding size and installation: www1.nyc.gov/site/buildings/homeowner/installing-air-conditioning-unit.page
6. The Board voted to allow the garden committee to vote on removal of the Mulberry tree in the backyard to be replaced by the Crepe Myrtle. The Garden Committee reported they voted to move forward with the replacement of the mulberry with the Crepe Myrtle.
7. Radiator Valves- Managing agent will send out a notice with pricing and develop a schedule for another round of radiator valve maintenance at shareholder expense. A discounted group rate

similar to the previous rate is expected. Work is expected to be scheduled for summer months.
Pending.

8. The Board voted to take the lowest responsible bid to paint the fire escape, front windows and doors approximately \$15,000. Proper notice was provided to shareholders before work was done in accordance with City Guidelines and reopening procedures.
9. Metro Pest Control did a survey of the property and found that everything is in order. Pest control is back to regular protocol.
10. MA reported that the tax bill was finally issued. Abatement was applied in full, normal payments were made at the end of June. Q1 taxes were \$20,976.87.

New Business

1. MA reported there was a leak from the lead bend (drain line) of E5 toilet through to the community room ceiling in E building. Both the leak and the ceiling have been repaired. The total cost was \$850
2. The stairs on the second flight of E building were repaired. Total cost \$900.
3. Capital improvements and repairs and maintenance for the past two months amounted to a total of \$23,950.
4. A thorough evaluation of Carolin Garden's trees was done by Urban Arborists and a bid for Tree Trimming was obtained. The Board has voted to get a second bid for the work designated by Urban Arborists as high priority due to safety. MA is pursuing a second bid for the following trees. The large V shaped Mulberry in back of D and E has significant rot and poses a serious risk and may need to be removed. The smaller mulberry behind D building is smacking against the building behind our yard and needs heavy pruning. Their building has also complained repeatedly. The large London Plane tree behind E building has several large dead branches that pose serious risks and need trimming. The Board also voted to have the Garden Committee move forward with pruning and trimming trees that were identified by Gregg Wagner from the tree trimming bid as items that can be done by himself and volunteers. The Garden Committee will work to make a work plan to let shareholders know what work is to be done and why it is being done. This will be shared with the community as a courtesy. Pending.
5. The Board voted to fund the Garden Committee an additional \$500. Garden committee reported they voted to use their first \$500 budget to tackle 3 issues. 1. Removal of old fence between C and D 2. planting perennials 3. brown mulch. The Garden Committee will meet again to vote on how to best utilize their new funds. Any shareholders who would like to join Garden Committee, help with garden related work, or get future updates about work are welcome to join the Garden Committee. To join, get further information about garden related projects, or request approval for a garden project, please join us at Carolin Gardens Garden Committee on Facebook. If you don't have Facebook and want to join, please reach out and we can accommodate you. Thank you!
6. The Board is discussing upgrading the community room. Pending.

Treasurer's Report _____ July 2020 _____

Income	\$ 22,540.75
Expenses	<u>\$15,725.14</u>
Net	\$6,815.16
Bal. Brought Forward	<u>\$51,668.02</u>
Balance	\$ 58,483.63
Reserve Fund (Chase MM acct)	\$51,703.54
(NCB CD's)	\$22,460.4

The meeting ended at 10:00 PM.

The next regular board meeting will be on 09/1/2020 at 7:30 PM.