

**Cambridge Courts Condominium Board of Directors Meeting
March 29, 2006**

I. Call to Order

The meeting was called to order at 6:30. The minutes from the February 22nd meeting were approved.

II. Quorum Count

Board Members present: Rosemary Gorski, President, Lorraine Bailey, Vice President, Cara Carter, Member-at-Large, and DeAnna Renko, Secretary, and Jeff Bridges, Property Manager.

III. Owners Forum

Marlene Drohan, 2813: Positive comments on the new lighting and lampposts; the leaning tree in front of 2805 needs a stake for support; and CSI did not pick up the trash on Saturday, March 25. Jeff aware that trash not picked up and called the company so CC would not be charged for the missed Saturday.

Diane Gallop, 2603: Lives above the unit of the female tenant that died of an alleged drug overdose. Jeff gave a report. Diane thanked Jeff for being able to call and report the date and time of the instances of commotion and loud noise in the unit, which Jeff passed on to the police. The owner has removed all noise-making devices.

Tolga Tekin, 2701: Inside hallway light goes off and on sporadically. Jeff will have Kelly Electric check the light.

Albertina Ponce, 2509, 301: Inquired about the options when the smoke from a smoker permeates the common area and her unit. Jeff said that it is better to work through the issue with the owner. He will check with legal counsel regarding smoke that infiltrates another unit but does know that nothing legal can be done about the common area. Suggested devices were door protectors; spray foam, and hallway filters.

Gary Young, 2605: Passed on a suggestion from Muriel Deming (2511, 201) that parking stickers be issued for residents. Parking permits have been discussed by the Board, and they are monitoring the situation.

Cynthia Peng, 2509: Water damage in dining room. Jeff will have the engineer look at everything on the outside of the building to ascertain how the water got in.

Abby Pool, 2409: Handed out to the Board the results of the speed bump survey. Discussion followed. Board would like to come to a compromise with the residents regarding the speed bumps.

IV. Hallway Committee Report

John Kisco, the chair of the Hallway Committee, gave a full report and presented to the Board a table outlining the financial cost per unit of the material and labor with future recommendations. The goals of the Committee are to: (1) maintain the historical look of CC; (2) keep costs down; and (3) minimize recurring costs. The Committee met with the interior decorator a second time to discuss colors and ideas and get feedback. The following are the Committee's recommendations:

1. The color for the external doors and the color for the outside trim, shutters and wood part of the canopies was selected and approved by the Board at February's Board meeting from the Committee suggestions. It was decided that a sample door (2605) and the trim, shutters, and canopy would be painted with the approved colors for review.
2. The name and formula for the colors used would be kept on file for future painting and touch-ups.
3. The present hallway carpet would not be replaced. Even though the carpet is unattractive, it remains in good shape and replacing it would add a sizable cost.
4. For the ceiling lights in the hallways, an attractive but basic dome light is preferred; a light that will use two light bulbs so that when one bulb burns out, that area of the hallway will not be in darkness, as it is now.
5. Paint the external unit doors, replace the hardware on the doors, and replace the door thresholds.
6. Replace the mailbox units. New hallways and old, ugly mailboxes do not mix.
7. Add some type of window treatment to the hallway windows, such as crown molding, to eliminate their pedestrian look.

V. Budget

Financial report for the month ending February 28 provided under separate cover. The association is showing net income of \$6,474 for the month and \$11,484 for the year-to-date. The operating account is showing a positive cash balance of \$7,603. Per Management needs authorization to transfer additional funds from reserves to pay the invoice from Economic Roofing for the canopy roof replacement project. The certificate of deposit in the amount of \$40,000 that matured on March 6 was redeemed and deposited to operating to fund the deposit for the exterior lighting work (\$25,000) and payment to Titan for façade repairs (\$11,667). We are in receipt of the invoice from Economic Roofing in the amount of \$43,000 for the canopy replacement and carpentry work and need to transfer additional funds from reserves to checking. ProCAM is requesting that the Board authorize Wachovia Securities to redeem an existing CD to pay

this expense. Wachovia advises that the certificate will be sold on the open market; all interest earned to date will be credited to the condominium.

There are no delinquent accounts requiring Board action at this time.

Motion was made and seconded to authorize Wachovia to redeem the appropriate CD to cover the outstanding Economic Roofing invoice. Passed.

VI. Administrative Items

1. Handbook: Jeff would like to have the handbook approved at the May meeting. Lorraine to check with printers regarding the cost of printing the updated Handbook.
 - a. Daniel Streich, the CCC attorney, does not perceive a legal reason to keep the paragraph regarding the dated potential for collapse of condo ceilings in the handbook. A disclosure will need to be added.
 - b. Streich also recommends an updated due process resolution that will not require more than 1.5 hrs. at \$270 per hr. = \$400. **Motion was made and seconded to have our attorney update the Covenant Committee resolution. Passed.**
2. Sewer lines: Discussion regarding Triple State's proposal to snake and jet sewer lines. Jeff said there are sufficient funds in the budget for both. **Motion was made and seconded to have Triple State Plumbing snake and power jet all building cleanouts for the sum of \$3,659.00 and furnish and put application of rid-a-root in building cleanout of 2409 and 2505 for the sum of \$160.00 for both lines. Passed.**
3. County car registration: Jeff will have a notice posted on the bulletin boards that up-to-date Arlington County tags are required on cars parked in the lots or the police will ticket.
4. HVAC inspection: Jeff will email two proposals for cleaning and vacuuming.
5. Exterior painting proposals: The three proposals by Dolan (\$14,464), AMS Services (\$13,230), and Multiple (\$13,653) are based on priming and painting of exterior doors, frames, canopies, and exterior railings. **Motion was made and seconded to approve the proposal by AMS for the doors and canopies but to wait on the painting of the railings. Passed.** Duron is the requested paint so that the color name can be kept on file for future reference.

VII. Adjournment

Meeting was adjourned at 8:40.