

# **ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION**

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

## **Minutes of Regular Homeowners Association Meeting**

**Meeting Date: 3/17/2022**

### **1. CALL TO ORDER**

President Carol Laurence called the meeting to order at 7:17 PM for a virtual meeting held via Google Meet

### **2. ROLL CALL**

#### **A. Board Members present**

Carol Laurence - President

Arthur Filgueiras – Vice President

Charles Chlipala - Secretary

Antonio Torres -Treasurer

Tony Moore – Board Member at Large

#### **B. Others Present**

Dave Kinard, President, Pasadena Condominium Management (PCM)

Liza Rivera Nicoletti, Property Manager, Pasadena Condominium Management (PCM)

Association Members/Residents Present: Les Hammer, Inka Bujalska, Eric Mellem, Jennifer Kelley, Elizabeth Villa, and Barbara Bales

### **3. Open Forum**

Jennifer Kelley complained about smoking in the building and the lack of no smoking signs and wants PCM to make owner and renters sign an agreement that there is no smoking allowed in the building. Les Hammer commented on Jennifer's comment and asked about the cost of the boiler replacement. Barbara Bales also commented on both Jennifer's and Les' comments. Inka Bujalska asked that the Board put in stairway carpeting if financially feasible. Barbara also commented on Inka's comments about the carpet. Eric Mellem commented that he felt the Emergency Special Assessment was not properly justified. Carol asked Liza to resend letter. Eric stated that justification in the minutes for the Emergency Special Assessment seems improper. David responded that Eric can put his objections into writing and the Association's Attorney can respond.

### **4. Approval of Minutes**

The draft meeting minutes of the January 20<sup>th</sup> 2022 and February 24<sup>th</sup>, 2022 meetings were circulated to the board for approval. Charles made a motion to approve the minutes, Anthony seconded. The vote was Anthony Yes, Arthur Yes, Charles Yes, Carol Yes, Antonio Abstains to approve the minutes (Vote was 4-0 in favor).

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## 5. Reports

- A. Committee Report: The Architectural Committee Chair (Inka) stated that the stairway carpeting should be replaced. Regarding the draft window policy, the Committee has not looked at it. Tony Moore from the Board volunteered to join the Committee.
- B. Financial Report: Regarding the January Financial Report, Total Assets in January were \$164,928.57, the Total Income was \$29,428.98, the Total Expenses were \$47,195.66, the Current Liabilities in January were 21,438.66 and Total Equity was \$143,489.61. The biggest expense was the water heater replacement at \$34,382. Regarding the February Financial Report, Total Assets in February were \$174,767.17, the Total Income was \$29,406.84, the Total Expenses were \$12,973.02, the Current Liabilities in February were 24,624.72 and Total Equity was \$150,142.65.
- C. Delinquent Accounts: There are 5 units over 60 days delinquent.
- D. Manager Report: The Water Heater was completed. PCM has submitted paperwork to Southern California to get a rebate for the installation of the new water heater. Ongoing/completed plumbing work includes re-piping in the #19 stack, finding and repairing leak in #21 stack, and the north drain line has been hydro jetted. Parts have to be obtained to repair the fire alarm system, so work is still pending.

## 6. Unfinished Business

- a. Balcony/Elevated Walkway Inspections: SoCal Structural has requested copies of the building plans in order to review the framing details prior to commencing the physical inspection at the building. The plans have been requested, but it takes time to get approval.
- a. Stairwells carpeting: Charles made a motion to install stairway railing mesh, replace the stairway carpet, install window bars per the Insurance Report Requirements, paint the stairway railing, and paint the stairway. Arthur seconded. Discussion ensued. Charles moved to kill the motion under discussion. Carol made a motion to replace the carpeting with the one chosen by the Architectural committee. There was no second. Tony made a motion to just remove the carpeting and leave the stairs bare. Charles seconded. The Vote was Arthur Yes, Charles Yes, Tony Yes, Antonio Yes, and Carol No. The Vote was 4 to 1 in favor
- b. Consent Agenda: Approval of Replacement Window Policy: Charles objected to this agenda item being a consent item as he wanted a follow up motion to refer the window policy to the Architectural committee to choose particular window finishes to be building standards. Charles made a motion to approve the submitted Replacement Window Policy. Carol seconded. Discussion ensued. The Vote was Arthur Yes, Charles Yes, Tony Yes, Antonio Yes, and Carol Yes. The Vote was 5 to 0 in favor. Regarding the proposed follow up motion, it died with no second. Attached to these minutes is the approved Replacement Window Policy.
- c. Review of Parking List: The revised parking list as of March 17, 2022 is as follows:
  - 1. Unit 103 as 11/1/21

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## 7. New Business

Committee Assignment: Carol stated that anyone interested in serving in a committee can contract the Board of Directors to volunteer.

8. **Next Meeting Date:** Next Board meeting is April 21<sup>st</sup> at 6:30PM via Google Meet.

9. **Executive Session:** The Board discussed online banking (receiving the bank statements), leaking oil, cars parking in wrong spot, window air conditioners, people washing their cars in the garage, and the open forum complaints about the special assessment. Meeting adjourned at 8:20 PM.

These minutes were approved by the Board of Directors.



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Charles Chlipala, Secretary

# **Allen Avenue Square North HOA**

**P.O. Box 40639**

**Pasadena, Ca. 91114-7639**

**(626) 798-3866**

**aasn@pcmcondomgmt.com**

## Window Replacement Policy

Exterior windows must be the Milgard Tuscany new construction windows. Patio sliders may be retrofits but not recommended.

Owners shall be solely responsible for all cost and installation.

Documents required before approval

1. Contractor license number and insurance naming Allen Avenue Square North HOA as co-insured.
2. Copy of window order and contract to install windows or sliding doors.
3. City of Pasadena building permit.

Approved by the Board of Directors of Allen Avenue Square North HOA on March 17, 2022



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Charles Chlipala, Secretary