

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://aasnhoa.com/>

Minutes of Regular Homeowners Association Meeting (Hybrid)

Meeting Date: 2/13/2023

1. CALL TO ORDER

President Carol Laurence called the meeting to order at 6:32 PM for a meeting held in 3rd floor Meeting Room

2. ROLL CALL

A. Board Members present

Carol Laurence – President

Arthur Filgueiras- Vice President (Attending via phone)

Charles Chlipala - Secretary

Antonio Torres -Treasurer

Tony Moore – Board Member at Large

B. Others Present

Liza Rivera Nicoletti, Property Manager, Pasadena Condominium Management (PCM) (Arrived late)
Association Members/Residents Present (Unit Number in parathesis): Barbara Lewis (215), Susan Jefferson (211), Regina Kapron, (320), Amy Hung (307), Andrew Richardson (213), Jennifer Kelley (316), and Les Hammer (104).

3. Open Forum

Barbara appreciated the Board. Susan had concern about the day the green bin that has to be put out for special pick up. Carol answered it is Thursday. Regina had concerns about the balcony and walkway inspection, and that there is exercise room equipment that is broken. Les complained about dropping the earthquake insurance.

4. Approval of Minutes

The draft meeting minutes of the January 23, 2023 Regular Board meeting was circulated to the board members for approval. Charles made a motion, Tony seconded to approve the January meeting minutes. The vote was Carol Yes, Arthur Yes, Antonio Yes, Charles Yes, Tony yes to approve the minutes (5-0 in favor).

5. Reports

A. Financial Report: There was no financial report as the January Financials have not yet been received.

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- B. Manager Report: Fire Alarm was tested, First Floor carpet was removed, the plumbing was inspected, three sections of pipe were identified for replacement and are to be replaced Thursday, and the trees will be trimmed.
- C. Announcements: Carol made a general announcement thanking people for being of service to the community.

6. Unfinished Business

- a. Balcony/Elevated Walkway Inspections: The balconies and walkway inspections reports have been finished. Multiple bidders have been contacted about bidding on the project. 4 bidders are interested. One of the bidders, Empire Works was supposed to give a presentation, but did not show up.
- b. Maintenance
 - Elevator Call Button/ Lock Box – Buttons in the elevator were looked at and the phone updated at the last visit.
 - Removal of unused AC units from roof. Carol made a motion, Tony seconded, for Liza to get 3 bids for a crane to remove the AC units from the roof and that Liza accept the low bid and remove the AC units. The vote was Carol Yes, Arthur Yes, Tony Yes, Antonio No, Charles No (3 to 2)
 - North step and drain repair – it will be scheduled.
 - Board and Trim falling off building-Tabled
 - Roof Leaks-Fixed
 - First Floor sign missing outside Lobby Elevator- Liza to get sign
 - 3rd Floor Laundry Room Problems- one machine out of order and it is taking a long to get replacement parts. Another machine takes a long time to fill. There is also a light bulb that is dimming at it is reaching the end of its life and it needs to be replaced.
- c. Discussion of Pipe Replacement approved via Executive Session on February 2nd:

Charles made a motion to post-approve to pipe replacement, Antonio seconded. The vote was Carol Yes, Arthur Yes, Antonio Yes, Charles Yes, Tony yes to approve the motion (5-0 in favor).
- d. People are dumping the wrong stuff in Compost Bin: Carol brought up the issue of people putting things other than compostable material in the compost bin.
- e. Review of Parking List: The revised parking list as of February 13, 2023 is as follows:
 - 1. Unit 103 as 11/1/21

7. New Business

- a. Motion to Lock Light Timers: Carol made a motion to lock the timers, Tony seconded. The vote was Carol Yes, Arthur Yes, Antonio Yes, Charles Yes, Tony yes to approve the motion (5-0 in favor).
- b. Letter of Recommendation for Engineer: The consensus was to have Liza write a letter of recommendation for the Engineer.
- c. Changing Locks when moving in: Carol made a statement that people moving in should have both the locks to the door and to the mailbox changed when they move in.

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- d. Owner wanting to make Equipment Donation to Recreation Room: The consensus was to have Liza ask the Attorney about this issue.
- e. Rule Vote for owners/tenants failing to sign required No Smoking Disclosure Form: Carol made a motion to approve the rule's vote to fine owners/tenants for not signing the No Smoking Disclosure Form, Charles amended it should be to approve the rule policy that Liza rewrote. Tony seconded. The vote was Carol Yes, Arthur Yes, Antonio Yes, Charles Yes, Tony yes to approve the motion (5-0 in favor).
- f. Get a 2nd Green Bin for South Garage: Carol made a motion, Tony seconded to get a green bin for the south garage. The vote was Carol Yes, Arthur Yes, Antonio Yes, Charles Yes, Tony yes to approve the motion (5-0 in favor).

8. Next Meeting Date: Next Board meeting is Thursday February 23, 2023 via ZOOM. (Annual Elections).

9. Executive Sessions

Board discussed the February 2nd meeting, the issue of an owner in arrears, issue of the behavior of a board member, and graffiti and vandalism in the building.

The Meeting adjourned at 7:18 PM.

These minutes were approved by the Board of Directors.



Charles Chlipala, Secretary