

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: 3/6/2023

1. CALL TO ORDER

Vice President Arthur Filgueiras 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

Charles Chlipala - Secretary

Antonio Torres -Treasurer

Tony Moore – Board Member at Large

B. Others Present

Association Members/Residents Present (Unit Number in parathesis): Michael Royal (309), Sara Howard-Winebarger (202), Velisa Jeffery (322), Katie Hickey (313,) Jennifer Kelley (316), Amy Hung (307), and Lizabeth Villa (314).

3. Open Forum

Jennifer Kelley expressed concern that this board meeting is not valid due to the issue of the annual meeting being reconvened. Velisa Jeffery also agreed with Jennifer Kelley concerns and had concerns about the annual meeting and the inability to get a copy of the agenda to log in. Katie Hickey provided photos of her linen closet showing rodent dropping that she provided PCM, indicating the presence of rodents in her unit. The were discussing about this. The Board had not seen the photos. Katie cleaned up the rodent droppings, and patched up the hole, but she still can things scampering in the walls and ceiling near her unit. She also asked to provide copies of the inspection reports to unit owners and she complained about a notice regarding the cost of new election with names of those who votes are generating the reconvened annual meeting. Sara Howard-Winebarger brought up the issue of receiving an email to those who voted to NOT adjourn the Annual Meeting as she not provided that information to anyone. Michael Royal thank the Board President for providing the correct address to send his assessments to. Lizabeth Villa brough up the issue of being added to the parking list and wanted to know about the flooring.

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4. Approval of Minutes

The draft meeting minutes of the February 13, 2023 Regular Board meeting was circulated to the board members for approval. Charles made a motion, Carol seconded to the February 13 minutes. Discussion ensued, there was correction. Carol made a motion to approve the amended minutes, Arthur seconded to approve the amended minutes. The vote was 5 to zero for approving the amended minutes. The draft minutes of the February 23, 2023 Annual meeting was circulated to the board for approval. There was one change from the initial draft, a last name was incorrect. Charles made a motion, Antonio seconded to approve the February 23 Annual Meeting minutes. Vote was 5 to 0 in favor.

5. Reports

- A. Treasurer's Report: Regarding the January 2023 Financial Report, Total Assets were \$344,446.88. The Total Assets after deducting the Special Assessment was \$298,624.08. The Total Income was \$33,657.00 of which \$33,000.00 were HOA Fees. The Total Operating costs were \$12,012.04 (7,850.31 of which was two months of Gas Bills, much higher than budgeted), the Total Fixed Operating costs were \$8,189.13, the Total Repair costs were \$3,073.71, the Total Insurance Costs were \$4,142.98, giving monthly Total Expenses of \$27,417.86. The Current Liabilities were \$30,333.69, which makes the Total Equity to be \$314,113.193. Regarding the Special Assessment of \$75,000 for the Balcony Inspection and Repairs, the balance in the Special Assessment account is \$45,822.80. There are 4 units in collection.
- B. Completed Projects/Manager Report: Carol made the Manager's Report for the absent property manager. One of the bidders for the walkway/balconies will be doing a site visit. Draft No Smoking Rule sent to Attorney for review. Locks for the timers have been obtained, drain pipe in garage were replaced, missing signs were ordered, pest inspection scheduled, roof leak repaired, letter of recommendation for balcony inspection firm was completed, provided information to bidders for the walkway/balcony repairs, did building walk thru with security camera contractor, consulted with attorney about donation of gym equipment, order green compost for south garage, and followed up with bidders for walkway/balconies.
- C. Committee Reports
Security Committee: The bench near the front entrance will be removed.
Architectural Committee: TBD
- D. Accomplishments of the Board of Directors and PCM: Carol made an announcement regarding the accomplishment of the Board of Directors and PCM, the HOA's management company.

6. Unfinished Business

- a. Balcony/Elevated Walkway Inspections: One bidder will be doing a site visit the day after this meeting.

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b. Maintenance

- Elevator Call Button – Ordered.
- Tree Trimming – Scheduled
- Removal of unused AC units from roof -- awaiting 2 more bids
- North step and drain repair – Construction will be done tomorrow
- Board and Trim falling off building-Tabled 5 to 0
- First Floor sign missing outside Lobby Elevator- Sign ordered

c. Rule Vote for owners/tenants failing to sign required No Smoking Disclosure Form:

Attorney is reviewing the rules prior to circulation

d. Compost Bin in South Garage became available March 1, 2023

e. Review of Parking List: The revised parking list as of March 6, 2023 is as follows:

1. Unit 103 as 11/1/21
2. Unit 214 as of 2/16/23

7. New Business

a. Food left out for on balconies, patios, sides and rear of building ARE ATTRACTING RATS AND MUST STOP. Liza to send notice to owners/tenants.

b. Rules change to make move in/move out fee \$200: Carol made a motion to raise the move in/mov out fee to \$200. Tony seconded. Vote was 5 to 0.

8. Next Meeting Date: Next Board meeting is Monday March 21, 2023 via ZOOM. (Reconvened Annual Meeting). The next annual meeting is tentatively scheduled for February 21,2024 as the next Annual Meeting.

9. Executive Sessions: There was no Executive Session this meeting.

The meeting adjourned at 7:08 PM.

These minutes were approved by the 2023-24 Board of Directors.

These Minutes were prepared by the 2022-23 Board Secretary, Charles Chlipala

Name to be determined, 2023-24 Board Secretary