

# **ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION**

125 N. Allen Avenue, Pasadena, CA 91106

Established November

1977 <https://aasnhoa.com/>

## **TUESDAY, NOVEMBER 26, 2024 7:30 pm HYBRID Meeting IN-PERSON 3RD FLOOR RECREATION ROOM**

### **MEETING MINUTES**

1. CALL TO ORDER
2. ROLL CALL
  - a. Board Members:
    - Carol Laurence - Board Vice President
    - Anthony Moore - Board Treasurer (Zoom)
    - Katie Hickey - Board Secretary
    - Sara Howard-Winebarger - Board Member at Large (Zoom)
  - b. Others:
    - Liza Nicoletti (PCM Management)
    - Dave Delamater – Unit 215
    - Michael Royal – Unit 309
    - Regina (Chris) Kapron – Unit 320
    - Les Hammer – Unit 104
    - Chris Corral – Unit 310
3. Open Forum

Open forum was held.
4. Approval of Minutes September 18, 2024 and October 22, 2024 meeting minutes.

September: Katie motions to approve, Tony, Sara, Katie yes rest abstain.  
October: Carol motions to approve, Tony, Sara, Carol yes rest abstain.
5. Announcements and Reports
  - a. Treasurer's Report: HOA Dues Billing and HOA Bank Accounts.
    - Will be provided next meeting, tabled as treasurer was ill.
  - b. Completed Projects/Manager's Report including CTA from BOD.
    - Work on 2<sup>nd</sup> floor walkway
    - Bids on insurance
    - Roof maintenance
    - Carpet research for unit steps
    - Pool deck resealing research
    - Window replacement bids
    - Junk removal bids

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- Cracked drain in garage repair
  - Leaking 10 stack investigation and repair
  - Cracked roof leak 321
- c. Architectural Report/rail for lock boxes.
- No update, no meetings were held

## 6. Unfinished Business

- a. Status on CC&RS/Maintenance Matrix/Meeting with attorney.
- Working on it still
- b. Exit maps per code and paperwork for maps.
- Still waiting on final draft
- c. RePipe 09 stack. Tabled until 2025
- No update
- d. Repipe 15 outbound stack. Tabled until 2025
- No update
- e. Direction signs will be tabled until exit maps are completed. Tabled 2025
- No update
- f. Stairwell window suggestions
- PCM sent diagram
  - Refer to architectural committee
- g. Bids for windows in 210. Motion to accept.
- \$4200 SC? construction, \$5280 Avina plus \$2400 for windows
  - Carol moves to accept lower bid, all yes
- h. Bids to repair the floor in front of the building entry with different types of material.
- \$5000 to remove and replace
  - Arthur motion to table to 2025, all yes
- i. Rail for lock boxes removal and junk.
- Bid to remove broken planters, rec room equipment, and chair \$375-\$425 but may be less because pallets were removed already
  - Carol motions to accept if less than \$350. Art second. All yes.
- j. Coping and tile waterproofing pool.
- Avina – material is often out of stock. \$16-17k if in stock.
  - Do more research – already raining so maybe too late
- k. Annual roof assessment/gutter inspection and clean-out bid.
- Requested bid from Avina since he did 321 repairs recently
  - SC construction? 72 spots where splitting - \$16,510 to repair and warranty all areas
  - SBR charges \$5000 per year but just puts mastic over splitting areas
  - Wait on 1-2 more bids

## 7. New Business

- a. Motion to start the approved job of doing the 1st-floor walkway after possible down payment on insurance.

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- Carol motions to approve, Arthur second
  - Discussion – worry about insurance costs, but also upcoming tariffs
  - PCM offered to discuss with contractor to lock in price
  - Carol withdraws motion
- b. Motion with balcony repairs 210 next
- Several balconies with similar damage, suggest prioritize units that did not have inspection notes of coverings etc. that caused damage.
  - Carol motions to change to unit 312, Arthur second.
  - 210 and 301 also highly ranked
  - Contact Martin about adding to permit
- c. Skylight at risk south end of the building
- Glass is cracked, ask for bids to replace
- d. Need volunteers to move pool chairs and umbrellas under balcony overhangs
- Katie can find folks to do or Arthur can help in a few weeks
- e. Motion to not allow lock boxes out in front of the building. Place them only on unit doors and use Swiftlane for entry to access unit.
- Arthur motions to do so, Carol second
  - Discussion: worry about realtors providing to too many people, but PCM can revoke at any time
  - All yes
- f. Motion to accept the bid for carpet entryways.
- All unit entry \$11,500 roughly
  - Wait and get more bids
- g. Motion for entry unit numbers
- Discussion – is this really a priority with other major projects ongoing?
  - Table to 2025
- h. Motion for hallway painting
- All drywall and trim only, not stucco or ceiling
  - Table to 2025
- i. Security footage discussion and release policy
- Discussion with Attorney last week, board will not release security photos or footage regarding break ins
  - Unit must file a police report and police request footage
  - Liability for board to release to individuals
- j. Gym equipment donation
- Discussion with Attorney last week, equipment can be donated
  - Katie motion to have board accept donations on a case-by-case basis, Sara second.
  - Carol no, Arthur no, Sara yes, Katie yes, Tony abstains.
  - Motion to table to next meeting when Tony is able to vote.
- k. Open a bank account at another bank to protect assets due to FDIC limits
- Table since a lot of money will be transferred soon for insurance etc.
- l. Insurance proposals.

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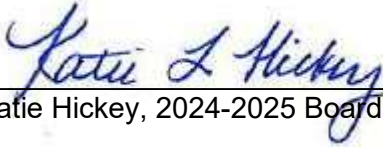
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- Matt Jackson – shut out because of pending lawsuit and galvanized pipes, only underwriter is same as Loris through California fair insurance plan
- Loris – same as last year but \$18,000 less
- Insurance renews December 3 so would need to send December 2 (Monday)
- Carol motions to accept Loris bid, go to bank to transfer \$100,000 to cover the deposit and walkway project. Arthur second. All yes.

8. Next Meeting Date: Jan 8 7:30pm

9. Adjourn to Executive Session



Katie Hickey, 2024-2025 Board Secretary