

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

Minutes of the Regular of Homeowners Association Meeting

Meeting Date: January 7, 2026

1. Call to Order

Carol called meeting to order 7:32pm.

2. Roll Call

A. 2025-2026 Board Members present
Carol Laurence- Vice President
Tony Moore – Board Member at Large
Chris Corral – Secretary
Sara Howard Winebarger – Treasurer (Zoom)

B. Others Present
Owners present (5); on Zoom (3)

3. Open Forum

Open Forum was held

4. Approval of minutes

Tony motions for approval of minutes, Seconded by Carol, Board votes 3/3. Minutes Approved.

5. Meeting Items

A. Treasurer's Report:

October

Balances for October of 2025 are as follows:

Checking Account Balance	\$50,122.38
Reserve Account Balance	\$206,692.24
Accounts Receivable	\$30,974.71
Insurance Repairs	(\$46,231.28)
Total Assets	\$241,558.05

ALLEN AVENUE SQUARE NORTH HOMEOWNERS
ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

Current Liabilities \$11,103.11

Income:

HOA & Reserve Fees \$39,600

Special Assessment \$23,445.20

Laundry \$1.59

Total Income \$63,046.79

Expenses:

Operating Costs (water, electric, gas,
pool extras, tree trimming) \$6,212.53

Fixed Operating Costs (gardening,
elevator service, janitorial services,
pest control, trash, phone) \$5,653.67

Repairs & Maintenance \$24,607.55

Total Expenses \$36,473.75

Budget (Deficit)/Overage in the amount of \$26,573.04

November

Balances for November of 2025 are as follows:

Checking Account Balance \$22,524.38

Reserve Account Balance \$215,993.76

Accounts Receivable \$30,544.10

Insurance Repairs (\$46,231.28)

Total Assets \$222,830.96

Current Liabilities \$9,628.96

Income:

HOA Fees \$39,600

Reserve Interest \$1.52

Laundry \$1,141.50

Total Income \$40,743.02

Expenses:

Operating Costs (water,
electric, gas, pool extras,
tree trimming) \$4,411.07

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

Fixed Operating Costs (gardening, elevator service, janitorial services, pest control, trash, phone)	\$4,966.67
Repairs & Maintenance	\$1,784.10
Insurance Costs	\$51,486
Total Expenses	\$62,647.84

Budget (Deficit)/Overage in the amount of (\$21,904.82)

- B. Board received and reviewed financials for October, November
- C. Completed Projects/Manager's Report
 - a. Window Replacements in 213 and 210
 - b. Roof repairs
 - c. Cast iron pipe replacement in garage
 - d. Valve replacement in garage
 - e. Walkway repairs
 - f. Water remediation 107
 - g. Mold remediation 102
- D. Unfinished Business
 - a. Election for CC&Rs update, Wednesday Jan 21, 2026; Chance to win \$200 gift card
 - b. Mount exit signs – to be done after walkway project.
 - c. Motion to accept architectural charter; Carol motions, Tony Seconds; Board votes: 4/4. motion passes
 - d. Units that installed door cameras in common area walkways to be called to hearings
 - e. Laundry Company – notice of cancellation, opened discussion, Board and Manager to discuss options with current company, CSC.
 - f. Loose handrail at roof level south stairwell – Liza to have Martin to provide a quote.
 - g. Tree trimming – Most likely the first week of February to provide accurate estimate.
 - h. PWP offerings at no cost to owners. – Information from Carol.
 - i. Repeat leaks south garage over 2 tandem spaces – water from courtyard, will need to be replaced in near future.
 - j. Election March 18, 2026 - Reminder
 - k. Roof leak outside 323 and in 320 3 times and third floor between south elevator and trash chute room; roofers to return in next week to review and repair
 - l. Pool furniture storage – Chris & Arthur to schedule it
 - m. 15 stack repipe – Tony to check.
 - n. Entry way carpet replacement – Tabled

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

- o. Retape 213 steps – Chris notes, owners are aware: tape will not adhere.
 - p. Inquiries about the bench being moved out/maybe tabled until front surface of entry redun – volunteers to move or fund move and installation? – Chris to move bench out after front surface entry project.
 - q. Motion to get bids to paint drywalls in walkways and paint brown trim - Tabled
 - r. Motion to begin purchasing numbers for units and get bids to mount them – Tabled due to courtyard
- E. New business
- a. Mice in north courtyard/feeding of squirrels reported – Owner notified.
 - b. Resolution for demand access for repairs – After 2 times being denied access, consult legal. Carol Motions, Tony seconds. Board votes 4/4 yay. Motion Passes.
 - c. Six Month clean out of dryer vents – Liza to schedule appointment.
 - d. Motion for 5% of the budget assessment = \$316.80 – Motion withdrawn
 - e. Benito ideas about accounts/have Liza ask CPA about tax consequences – Benito to research
 - f. Appoint BOD to complete out term of office – Does not apply.
 - g. Package theft update/gates and doors propped open/trespassing/fine for unit moving out/propping – Carol announces kudos to Arthur for Swiftlane and video (trespassing)
 - h. Write explanation for CC&R update – Attorney? BOD? Liza? Approval?
 - i. Second townhall zoom? – Board to stay open and available, but no 2nd townhall.
 - j. Maintenance of lobby elevator car/Painting? New Panels? Lobby repair of walls/painting – Tabled due to emergency (courtyard) – Tabled.
 - k. Replace termite damage wood on front of building - Tabled
 - l. Broken light cover in south elevator – Liza contacted elevator company for repair.
 - m. Oil leak clean up charges – Carol offered to clean up oil.
 - n. Leak in north garden bed repair – need to get a bid for waterproofing; discussion about replacing with pots – question for architectural committee
 - o. Several items on reserve study only have one year of life – Carol providing info.
 - p. Have PPS put fire resistant orange stuff around piping holes in both garages – When PPS returns, have them add fire retardant to piping holes (Carol)
 - q. Crime prevention: beware men behind building trespassing/contractor tool reported stolen
 - r. Broken chair in south courtyard removal – Chris to post on sites.
 - s. Reminder no construction is allowed by City of Pasadena on day after Thanksgiving – Carol providing info.

ALLEN AVENUE SQUARE NORTH HOMEOWNERS ASSOCIATION

125 N. Allen Avenue, Pasadena, CA 91106

Established November 1977

<https://www.aasnhoa.com/>

- t. Elevator Permits – Liza and Carol e-mailed the inspector
- u. New Law on rights to balcony inspection reports HOA must maintain records for 18 years – they must also be provided to brokers when requested. – Carol providing info.
- v. Loose light 3rd floor at south stairwell -
- w. Thank home owner who discovered drug paraphernalia in bushes and called PPD
- x. Motion to get two spot lights for back of building that light up when motion is detected -
- y. Unit with multiple violations/oil leak/hijacking storage unit/smoking in unit -
- z. Pool inventory completed – Carol performed inventory and
- aa. Letter from President – Tabled due to absence
- bb. (Added: Carol motioned to add a new agenda item; Chris seconded) Emergency courtyard – Carol motions to have an emergency meeting to approve courtyard seal bid; Chris seconds. Board approves adding agenda item yay 4/4. To avoid further structure damage to northmost courtyard and condo damage to nearest unit, the courtyard must be waterproofed and potentially re-sloped. Carol moves for the BOD to have an emergency meeting to approve the waterproofing bid, Chris seconds motion. Discussion called.

5. Next Meeting Date

Feb 4, 2026; 7:30pm

6. Executive Session

- a. Lawsuit insurance claim.
- b. Call owners to hearing for cameras
- c. Personnel issue
- d. Motion to ratify removal of signatory

Chris Corral, 2025-2026 Board Secretary