

CAROLIN GARDENS COOP
BOARD OF DIRECTORS MEETING
www.carolingardens.info

Date: May 5, 2020

Present: Michael Almon, Pat Flynn, Jean Clancy, Doug Condon, Ying Yang, Dennis Butler (*managing agent /MA*)
Beatrice Moreland, Chelsea Raffellini

Absent: Suzette Salvati, Niall Costello

The meeting opened at 7:40pm. Minutes from the 4/7/20 board meeting were read and approved without correction.

Old Business:

1. There was a report of a new roommate in A34. At the board's request, the shareholder and tenant appeared before the board on July 3, 2019. Based upon information obtained at the meeting, the board determined that the situation was one of sub-tenancy rather than of a roommate. Two letters and an email have been sent to the shareholder asking her to submit a sublet agreement, without response. The sublet expired on March 31, 2020, and the shareholder has not sought permission from the board for a second year. Consequently, it has been considered an illegal sublet. Additional letters stating the above will be sent to the shareholder by certified mail at her NY and FLA addresses. Awaiting her answer. Pending.
2. The shareholders in E5 have once again reported excessive dark water coming in through their bathroom fixtures. The board authorized work to replace the cold water riser in E5 (approx. \$1900). Work is pending until after Covid-19 Pandemic.
3. Radiator Valves- Managing agent will send out a notice with pricing and develop a schedule for another round of radiator valve maintenance at shareholder expense. A discounted group rate similar to the previous rate is expected. Work is expected to be scheduled for summer months. Pending.
4. Coop property lease is expiring in 2053. Since many banks require a 30-year lease to issue loans, we will contact our lawyer now to begin the renewal process. This will require shareholder voting. Cost is estimated as \$1,000 for legal fees. Pending.
5. Saturday April 4th, there was a leak in the ceiling of apartment D23. The water was shut off in the unit's kitchen Saturday and Sunday. A leak was found in the kitchen hot water return pipe of unit D43 and was repaired. Temporarily, there is plastic over ceilings and walls where holes were made. No repairs to sheetrock and plaster can be made until the pandemic is over. We do not have a cost estimate yet. Pending.
6. A Garden Committee Facebook Page was created: "Carolin Gardens Garden Committee". Interested gardeners can join the group to communicate regarding shared garden space and projects.
7. Reminder: Air conditioners may be installed by the shareholder/residents as long as they do NOT screw into the window frames. It has been noted that several AC units have been installed with brackets without any prior permission by MA. Please check NYC requirements and recommendations regarding size and installation: www1.nyc.site/buildings/homeowner/installing-air-conditioning-unit.page

New Business:

1. The board asked MA to request an evaluation from our extermination services for possible points of entry for rats/mice into our buildings, as well as possible preventative and mitigation steps. As part of the ongoing battle against rats, ground cover and a portion of the Pachysandra will be removed from the front and back gardens as per the Department of Health's suggestion to reduce potential rat habitats.
2. April 30th a heavy rainstorm caused an overflow in B building leader line. MA will continue to monitor this and snake if necessary.
3. A branch from a City tree hit unit A24, front bay window. No damage to the window occurred, the branch was left in the front garden. An inspection of the window will be arranged by MA in the future if necessary.
4. MA has been asked to get multiple bids for the scraping and repainting of fire escapes as well as the repainting of bay windows and building doors.
5. The City has suspended Organic Waste Collection until July 2021
6. REMINDER: PLEASE make sure you CLEAN UP after your dog both in front of the buildings, as well as in the garden.
7. The Garden Committee voted to remove the rotting metal fence in the garden between C and D building and asked for permission to proceed from the Board. Some concern about removal was the peach tree leans on that fence. A support for the peach tree is an option to mitigate this issue. Shareholders have offered to donate their time, skills and tools to remove the fence. The Board voted to remove the fence. The Peach tree will be monitored by the Garden Committee and a support system will be ordered and installed.
8. The Board voted to give the Garden Committee a \$500 yearly budget for 2020.

<u>Treasurer's Report</u>	<u>April 2020</u>
Income	\$ 24,438.78
Expenses	<u>\$20,689.41</u>
Net	\$3, 749.37
Bal. Brought Forward	<u>\$67,986.01</u>
Balance	\$ 71,735.38
Reserve Fund (Chase MM acct)	\$ 50,935.99
(NCB CD's)	\$22,076.00

The meeting ended at 9:45 PM.

The next regular board meeting will be on 06/02/2020 at 7:30 PM.