

**CAROLIN GARDENS COOP  
BOARD OF DIRECTORS MEETING**  
[www.carolingardens.info](http://www.carolingardens.info)

**Date:** June 1, 2021

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

**Absent:** Suzette Salvati, Pat Flynn

The meeting opened at 7:45 pm. Minutes from the 04/6/21 board meeting were read and approved with corrections.

**Old Business**

1. The Coop property lease is expiring in 2053. Since many banks require a 30-year lease to issue loans, we have contacted our lawyer to begin the renewal process. This will require shareholder voting. Cost is estimated as \$1,000 for legal fees. Pending.
2. The Chase Bank on 47<sup>th</sup> and Queens Blvd has closed. MA has moved the box to the Woodside branch of Chase bank. Additional access for board President and Treasurer is pending.
3. The board voted to approve the alteration package for the E35 kitchen renovation with conditions. Conditions were met. Work was completed and MA inspected the completed project. Board and MA are reviewing damage in the hall from the renovation (scratches/dings). Pending.
4. The Board voted to move forward with Aurora Plumbing to install the new boiler (51k) as well as a new thermostat/heat timer (\$4,700) based on MA and plumber recommendations. The thermostat upgrade should increase overall efficiency and decrease overall usage costs. There will be 2 years of service included on top of the 10 year manufactures warranty. Pending.
5. MA is seeking bids for repair and painting of building stairways/hallways. The same painter that did our fire escapes bid 27K (All 4 building hallways- Scraping, painting, plastering, caulking, radiator covers etc.) On hold.
6. The gate has been found frequently unlocked with no one in the garden. **Please make sure the garden gate is locked when you leave.**
7. The building behind B & C building garden has tenants that are throwing rocks, food, and garbage into our yard out of their windows. MA has contacted their management and super with no response. Pending.
8. There is no hot water in the E building basement bathroom sink. MA will follow up.

9. The gym committee is working to move the project forward. Work on the floor has been done. The gym committee is Niall, Suzette, Muiris, Doug, Nancy, and Jean. Pending.

### New Business

1. The Coop got a \$100 ticket from the sanitation department for a paper bag on the sidewalk. **Please make sure you are sorting garbage and recycling properly and placing all items in the appropriate bins in the backyard.**
2. The yearly calendar for service for pest control is posted in the hall of each building for your convenience.
3. The Board reviewed our finances in light of the upcoming boiler replacement. Our financial officer confirmed we need to maintain 10% of last year's maintenance in our account to maintain our NCB loan agreement, which we will be able to do without issue. The Coop is in good financial health and will not have an issue paying for our next big ticket item, the boiler.
4. The board voted to spend up to \$100 to add dirt/woodchips around the front tree wells to reduce the tripping hazard.
5. The board voted to pay for the purchase of a new electric battery operated lawn mower. The super is responsible for mowing the lawn, however, shareholders who enjoy mowing are welcome to do so. The mower can be found in the E building basement.
6. The board would like to remind smokers to please be mindful in the yard, avoid smoking under windows, and please clean up/properly dispose of all cigarette butts.
7. The board voted to increase the move in/move out refundable deposit fee to \$400 from \$250. The house rules will be updated accordingly.

<u>Treasurer's Report</u>	<u>May 2021</u>
Income	\$ 23,223.4
Expenses	<u>\$ 10,877.82</u>
Net	\$ 12,345.58
Bal. Brought Forward	<u>\$51,421.77</u>
Balance	\$ 63,767.35
Reserve Fund (Chase MM acct)	\$64,862.87
(NCB CD's)	\$22,482.90

The meeting ended at 9:05 PM.

The next regular board meeting will be on 07/13/2021 at 7:30 PM.