

PALADIN CLUB XI CONDOMINIUM COUNCIL MEETING  
JANUARY 26,2012

Prior to the Council Meeting at 7pm,President Pat Ferry had extended an open invitation to all PCXI owners to come and learn more about the proposed Pettinaro building project to begin on the old school property.From 6-7pm,he explained what we know about the apartment complex to be built there.Owners had an opportunity to ask questions and express concerns.There were close to 20 in attendance.

At 7pm,the Council meeting was called to order.

PRESENT; Patrick Ferry,President,Charmaine Imburgia,Secretary,Rosemary Barat,Advisor to the Council,John and Jon Mastriana of Management,and several condo owners.

MINUTES FOR Dec.27 were read and approved.Charmaine also gave us the minutes of our General Meeting,Dec. 27,which were read and accepted,and of the special Rules and Regs Meeting in August.

Patrick announced that Council Vice-Pres./Treasurer Andy Kleinman has tendered his resignation for personal reasons.Owner Joe Schaeffer has been asked to serve in this post until the end-of-the -year elections,and he has agreed to do so.A unanimous vote from Council followed,and Joe was welcomed to the Council table.

All terms will run for one year,followed by elections across the board for the Council positions.

#### FINANCIAL REPORT

John reviewed this with us.The report includes the awaited "Expenses by Account,"January through December 2011.

There was a short discussion regarding Lloyd Manning's services.We will retain him on an as-needed basis.

Jon had a suggestion regarding our accounts,in an effort to make things less convoluted.The M&T operating will be linked to ING.The TD Money Mkt .account will be closed,and those funds will go into either the PNC operating or the M&T operating.(Ultimately,two accounts will be closed out.)

#### CHECK SIGNING

Checks were signed.

#### DELINQUENCY REPORT

Some substantial monies were collected (7506,7904).

We saw that 4 properties are in or going in,to foreclosure.

7302;announcement of sheriff's sale and notice to lienholders was at last filed correctly.The mortgage company is foreclosing.

7306;ongoing issue with not acknowledging her late fees.

8304;soon to be up for sheriff's sale.

8401; a wage attachment is not possible as the company in question is not incorporated in Delaware.A lien is being filed.This owner wrote a letter to Mr.Morton's office regarding the non-payment of his condo fees;Council members received email copies of the letter,in which,among other things, rather outrageous personal remarks about Council members were made.

## OLD BUSINESS

- a. Clubhouse Contract; status unchanged.
- b. 7401 signage on truck; signage removed, situation resolved.
- c. 7401 noise complaint; Council was presented a letter by Amanda Watunya, signed by herself and Steven Watunya, owners of the unit. It suggested that soundproofing may be needed between units in question, for the noise situation has not improved. Council members spent some time discussing this issue with Mrs. Watunya and with a resident of 7402 who claims to also have been disturbed by noise from overhead. It was suggested that a mediator/arbitrator could sit down with the parties in question, and Cpl. Amy Kevis was mentioned for this role. Mrs. Watunya will speak with Mr. Watunya about this but holds little hope for it. It was made clear that any extra insulation /sound proofing in a unit would be the responsibility of the owner.
- d. 9205, garbage on deck; Jon presented a note from owner Wayne Rizzo who said his son lives in the unit, and that the son is uncaring regarding the trash on the deck. Council will attempt to find out who is registered as the owner, as we have a "Vincent" not a "Wayne".  
Council decided to have a letter sent to Wayne Rizzo, since he claims ownership, regarding a \$50. fine for each occurrence of trash left on the deck. (NCC holds the community responsible for trash on the deck, which is a "limited common area" and we can be fined the \$50).

## NEW BUSINESS

- a. 7700 roof replacement; we have R&R's assessment of this roof (very poor shape, needs a tear-down) and their bid of \$8620.00. Council asked management to get one more bid before we award the contract. We also briefly discussed the damage that we learned is present in unit 7705, and possibly in 7706 as well.
- b. Recycling Workshops; Rosemary spoke of the fact that recycling becomes mandatory in condominium complexes, beginning in January 2013. There will be an informational workshop at the Brandywine Library on Foulk Rd. on the 31<sup>st</sup> at 3:30 pm. Several Council members plan to attend.
- c. PCXI Rules meeting of 8/24/11, approval of minutes; tabled.
- d. PCXI Rules Revision Project; tabled.

The meeting was closed at 9pm.

The next Council meeting will be on Wednesday, Feb. 22, at 7pm.

Respectfully submitted,  
Rosemary Barat (for Charmaine Imburgia, temporarily incapacitated)

## **Paladin Club XI Council meeting ---- February 22, 2012 ----- Called to Order 7:05**

**Present:** Patrick Ferry, President, Joseph Schaefer, Vice President, Treasurer, Charmaine Imburgia, Secretary, John and Jon Mastriana Property Management, Rosemary Barat, Advisor to the Council and two condo owners.

**Council Minutes for January 26, 2012 --- read and approved.**

**Special Minutes for Condo Owners -- School Site Development. – read and approved.**

**Pat cited that Joe Schaeffer is now able to sign checks for Paladin XI.**

**Financial Report:** John gave the financial report. John reported that the Franchise Tax for Paladin Club XI had been paid. Also, the Federal tax return for 2011 had been completed, and a \$500.00 credit goes on Paladin XI's account. The 1099 forms were also filed. There was a discussion about the snow removal for the year 2011; so far this year \$12,000.00 has been paid for snow removal. Pat Ferry and Jon Mastriana had a meeting regarding Paladin XI's financial accounts. After much conversation with management, and Council it was decided to close the TD Money Market and transfer those funds (\$21,700.79) into the M&T Operating account. M & T operating has been linked to the ING account. Each month \$6,000.00 will be transferred from the M&T account to the ING. There were (2) Capital improvement checks signed. On the advice of Gallagher & Gallagher (PCXI accountants) a check was made out to pay R&R Roofing for replacement of roof on building (7700) cost \$9,065.00. Second check was made out to Horizon Plumbing for sewer repair at building (8300) cost \$5,085.00. Remainder of the money (7,552.21) will be transferred into ING account. The PNC painting reserves account has now been closed. The proceeds (4,280.00) from the painting account were put into the PNC checking operating account. It was decided to leave this PNC account open for the time being. Council approved R&R Roofing Company to install rat traps on building 7700.

**(see financial report attached)**

**Checks were signed:**

**Delinquency Report:** Jon gave report.

8401 is now going thru the court process.

8304 waiting on information regarding this condo's delinquency.

Substantial collections were made from: 7506, 7806, 8106, and 9203.

Pat asked Jon where management is regarding the past due condo fees for 8406. Pat asked can Council collect from condo owners who are in delinquency, and they moved out from Paladin XI. John's response was as long as the owner is not in foreclosure; it's possible to collect up to

(6) months if the owner can be found. Jon reminded Council that there are judgments against the owners of 8406. Management is now in the process of locating the owners of 8406.

**Old Business:**

- a. Clubhouse contract ---- status ---- no change
- b. 7700 roof replacement ---- roof has been replaced and R&R Roofing Company has been paid in full.

**New Business:**

- a. **PCXI Rules meeting of 8/24/11** ----- minutes approved.
- b. **PCXI Rules Revision Project** ----- Two (2) rules need to be revised --- (1) for the handicap rule, and (1) for the hardwood floors. Council has the discretion where to place handicap signs. Council spoke about placing the motor vehicle handicap rule in the Paladin Rules/Regulations. After all Rules/Regulations have been revised, Council will call a condo owners meeting to go over the revised Rules/Regulations. Council will then send only the revised rules/regulations to the attorney (Morton) for review.
- c. **6802 water damage issue & related reports** ---- Pat, Mastriana Property and Chris Vitalo along with the realtor inspected the water issue inside of 6802. Chris Vitalo gave a cost for the repairs. The repair invoice was send to the owner. Council is waiting for a response from the owner.
- d. **Padalin.org domain expiration/renewal** ----- domain expiration date April 2012. ---- Council approved (1) year renewal. \$36.99.
- e. **WGES electricity contract renewal** ----- Council approved (1) year renewal. Renewals go from March to March.
- f. **Broken water pipe on Westview** ---- Mastriana reported that the water company will get back to them

Rosemary asked the Council about the Bee issue in building 8600. Jon explained that nothing will be done until the warmer weather stays, and the bees start to stir, at that time the exterminator will be contacted, and steps will be taken to remove the bees.

Meeting Adjourned: 9:00pm

Next Meeting: March 21, 2012

Time: 7-9pm

## **Paladin Club XI Council Meeting ----- March 21, 2012 ---- Called to Order 7:06**

**Present:** Patrick Ferry, President, Joseph Schaefer, Vice President/Treasurer, Charmaine Imburgia, Secretary, Jon and John Mastriana, Mastriana Property Management, Rosemary Barat, Advisor to the Council, and 3 condo owners.

**Council Minutes for February 22, 2012 -- read and approved.**

**Financial Report:** John Mastriana gave the financial report. **(see financial report attached)**

**Delinquency Report:** Jon Mastriana gave the delinquency report. Jon reported that he did not have a chance to see if any delinquency monies had come on Wednesday 21<sup>st</sup> because he was in court all day. He will notify Pat if any delinquency monies have come in. Pat asked Jon about 8401. Jon told the Council that case is still in the court system. 8304 – Details to follow.

### **Old Business:**

- a. clubhouse contract ----- status ----- same-no new contract.
- b. 6801 water damage issue ----- status ----- This condo is for sale. Mastriana filled out a (3) question form for the realtor. No response at this time.

Rosemary asked how we can tell if a condo has been sold. Law requires that a resale certificate be filled out. This form can be completed by Council. The Refinance Report Council does not fill out; this form is completed by the management company (Mastriana Property Management). Pat asked John about Paladin Club XI being FHA financing. John explained that none of Paladin Club is FHA approved. Has something to do with Pettinaro Holdings and the Clubhouse.

**Council will be checking all 27 buildings for damage and cleaning.**

**Paladin.org domain renewal** ----- status ----- has been renewed on March 21, 2012.

### **New Business:**

- a. **PCXI Rules Revision Project** ----- discussion ---- Pat went over the new rules for Handicap Parking and Hardwood Floors.

Pat read new rule for Handicap Parking and mentioned the parking spots are for anyone who is handicapped, and not assigned to just one specific person.

Hardwood floors – has a form that the owner will need to fill out before putting in new floors. This form will go to the Council to be approved or not approved.

**Council will get together and go over the (6) new rules, and then send them to the attorneys office (Morton) for approval.**

- a. **8600 bee problem** ----- discussion/update ----- John Mastriana told Council that Reardon Exterminator has been contacted to check on building 8600 for the bee problem. When he has checked out the situation he will contact Mastriana, and they will report back to the Council.
- b. **water increase 9% for 2012 proposal by mayor** ----- We will know if the water increase happens sometime in July. New Castle County will not increase the sewer bill.
- c. **grounds walk around/Eastern Landscaping** ----- Council walked around with John Winterbottom (Eastern Landscaping) 3/21/2012. Besides the normal routine landscaping that Eastern does for Paladin XI we spoke with John Winterbottom about cutting back the Arborvitaes and planting more bushes on the property. Council voted to have Eastern do the extra maintenance. This project could take about 4/5 days to complete. John will be sending a contract to Council. Also Council voted to spend about \$100.00 to buy and plant flowers next to the trash dumpsters on Pleasant Court. Pat asked John Mastriana to call Tim Mitsdarfer to cut down the tree on Westview by the trash dumpsters. Tree is dying.
- d. Jon spoke briefly about the law suit against Paladin XI regarding a slip and fall that happened during the winter of 2011. A lawyer has been assigned to handle this for Paladin XI. The plaintiff has Lundy Law.

**No questions from the floor**

**Meeting adjourned: 9:00pm**

**Next meeting: April 18<sup>th</sup> 2012**



## **Paladin Club XI Council Meeting ----- April 18, 2012 ----- Called to Order 7:07**

**Present:** Patrick Ferry, President, Joseph Schaefer, Vice President, Treasurer, Charmaine Imburgia, Secretary, John Mastriana, Mastriana Property Management, Rosemary Barat, Advisor to the Council, and a few condo owners.

**Council Minutes for March 21, 2012 ---- read and approved.**

**Financial Report: John Mastriana gave the financial report (see attached)**

**Checks approved and signed.** There was some discussion regarding the attorney's fees. Pat asked John to ask Jon where does the issue stand with 8406. Has there been information regarding this foreclosure? Has Morton's office send a letter to Donaldson and Edwards? Council hopes to have some information next month.

**Delinquency Report:** John reported that (4) condo owners paid a total of \$7,153.00 in back condo fees for March/April. Legal fees are still due on condo unit 8304. John reported there are three foreclosures in Paladin XI.

### **Old Business:**

- a. **clubhouse contract** ----- status ----- no new contract at this time
- b. **6802 water damage issue**-----status -----condo unit has been sold
- c. **paladin.org domain renewal** ----- status ----- domain name has been renewed

### **New Business:**

- a. **PCXI Rules Revision Project** -----discussion ----went over rule 14 – no child shall be left unattended. Council will go over all the rules. The first seven (7) new rules will go to Morton's office to make sure all is in the legal boundaries. Council will decide if they will go to Morton's office when the new rules are ready to be looked at. A condo owner asked is there a law that says you cannot rent a condo. John explained that you can rent a condo, and it's against the law not to rent a condo. This could be called discrimination.
- b. **8600 bee problem** ----- Reardon has started the process of getting rid of the bees. They sprayed a chemical around the air conditioner hose on the outside of the building, and will keep a check on the movement of the bees. Reardon is working with 8601 and 8603.
- c. **Water increase 9% for 2012 proposed by mayor** ---- Council does not know at this time if there will be a water increase for Paladin XI.
- d. **No NCC sewer increase for 2012 per County Exec** ----- This is good news
- e. **Grounds walk around/Eastern landscaping** ----- arborvitaes have been cut back. Waiting for the bushes, grass seed to be planted and flagstone to be laid. This should be completed within the next few weeks. Weather permitting.

## **Paladin Xi Council Meeting continued ---- April 18, 2012**

- f. Spring/summer Newsletter ---- Jon Mastriana will put the newsletter together for Paladin XI. Council hopes to deliver the newsletter to the community in June. Council talked about the recycling program that will officially start January 1, 2013. There will be a recycle booklet given to all Paladin XI residents along with the Winter Newsletter.
- g. Water shutoff access cover repair on Westview ----- Chris Vitalo put some blacktop around the shut off cover. This made the shut off move level with the ground.

Questions from the floor:

Paul Rapposelli from 7906 asked to speak to the Council about Comcast. Paul had a weak signal and Comcast wanted to drill a hole in the outside wall to install a new cable. John explained they need to replace the whole wire. Rosemary suggested he ask a supervisor come in at our next meeting, and explain the situation. Paul will check with Comcast and get their opinion.

Owners mentioned that the landscaper is throwing excessive mulch around air conditioners and some is getting inside the unit. Pat explained that the condo owners are responsible for taking care of their air conditioner unit.

Meeting adjourned: 9:05pm

Next meeting: May 16, 2012

**Paladin Club XI Council Meeting ---- May 16, 2012 ----- Called to Order 7:06pm Page 1**

**Present:** Patrick Ferry, President, Joseph Schaefer, Vice President, Treasurer, Charmaine Imburgia, Secretary, John and Jon Mastriana, Mastriana Property Management, Rosemary Barat, Advisor to the Council. No condo owners present at this meeting.

**Council Minutes for April 18, 2012 ---- read and approved.** Rosemary found a few spelling corrections that were needed. Corrections will be made.

**Financial Report: John Mastriana gave the financial report. (see attached)**

**Checks were approved and signed.**

**Delinquency Report:** Jon Mastriana gave the delinquency report. Mastriana Property Management collected \$12,697.09 for the month of April in outstanding condo fees, and late fees. For the past two months \$19,250.00 was collected for outstanding condo fees and late fees. Jon spoke about several other condo owners who are behind in their condo fees and late fees.

**Old Business:**

- a. Clubhouse contract ----- status ----- same
- b. 9% city water increase/No NCC sewer increase 7/1/12 ----- pending

**New Business:**

- a. **PCXI Rules Revision Project** ----- Pat spoke with Valihura about the (7) new rules that Council has been working on for the pass year. The rule for refrigerators will remain the same. Council voted to keep the rule as is. The handicap rule will also remain the same. Council voted to leave these two rules as is. There will be (5) new rules instead of (7). Rosemary suggested that Council remove the handicap sign in front of 6800 and 6900 building. Council voted to have Chris Vitalo remove the sign and post.
- b. **Spring/Summer newsletter contents & early June release** ----- Council decided on some articles that will be going into the newsletter. (air conditioners, recycling) Council is looking to deliver the newsletter sometime mid-June. The new revised rules/regulations will be mailed to all condo owners.
- c. **Eastern landscapers** ----- Charmaine went over the work that Eastern has completed at this time. (Planted new bushes, cut the arborvitaes back, planted grass seed in certain areas) Future work for Eastern will be trimming and thinning out some of the trees on property. Rosemary asked Jon when the gutters will be cleaned again. John will touch base with R&R Roofing and get Council a quote and time. Pat asked Jon to also ask R&R Roofing to inspect the roofs and let Council know if any look like they may need to be replaced.

- d. FIOS** ----- Pat passed out information from Verizon. Council will be requesting a meeting with Verizon on the FIOS program. Mastriana informed Council that the other sections of Paladin have signed on for FIOS. Verizon has started working in the other sections. Jon will contact Verizon and try and pin down a time to meet with Council. Charmaine will be the contact person. The Marketing Package and the installation is what the Council has questions about.
- e. Artisan CD, maturing on 27 may 2012** ----- Council discussed the \$72,212.41 CD that is maturing on May 27<sup>th</sup>. Council decided to leave it at Artisans Bank for (1) more year.
- f. 2013 Recycle law & contact with WM.** ----- Pat asks Jon to touch base with Waste Management to see if they could give us some information about how they handle the recycle program. Jon explained usually they remove one (1) trash dumpster and replace it with recycle bins.

Meeting adjourned: 9:00pm

Next meeting: June 20, 2012

Time: 6:00 to 8:00pm

Clubhouse

**Present:** Patrick Ferry, President, Charmaine Imburgia, Secretary, Mastriana Property Management, and Rosemary Barat, Advisor to the Council, and several condo owners.

**Not Present:** Joseph Schaefer, Vice President, Treasurer

**Council Minutes for May 16, 2012 read and approved.**

**Checks were signed and approved.** Pat had a question about the insurance policy invoice; Jon will review it and get back to the Council.

**Financial Report:** John Mastriana gave the financial report. (see attached)

**Delinquency Report:** Jon Mastriana gave the delinquency report. There was \$500.00 collected in past due condo fees. Mastriana and the Council talked about several other condo owners who are in the arrears. Rosemary asked Mastriana about the delinquency report list that goes to the clubhouse. This list is one that the clubhouse management gets to make sure if a condo owner is delinquent in his condo fees, they are not allowed to use the clubhouse or any of the other facilities. Council was going to put this list together and give it to the clubhouse management, but decided to let Mastriana Property continue to produce the list.

**Old Business:**

- a. **clubhouse contact ----- status -----** no change – still not contract
- b. **9% city water increase/NO NCC sewer increase 7-1-12** – there will be no increase in sewer charges.
- c. **PCXI Rules Revision completed ----- mailed 31, May 2012** ---- the renters lease for 8003 was mailed to Mastriana Property. It was talked about putting a reminder in the newsletter that a copy of the renter's lease must go to Mastriana Property Management.
- d. **2013 Recycle law ----- contact with Waste Management pending** ---- Pat asked Jon to get the Council information about recycling. Council needs to get together with Waste Management so that the information can be relayed to the residents.

**New Business:**

- a. **Spring/Summer newsletter ----- draft from Jon Mastriana** ---- Jon passed out to Council a draft of the newsletter. Council will get together and review what more is to go into the newsletter.
- b. **Council walk around/bldg. inspection findings** ----- There is additional funds because of the warm winter so Council has been able to have additional landscaping done.
- c. **FIOS ----- Council met with Verizon in regards to FIOS.** Pat is waiting to hear from the engineers so that they can determine whether they can install FIOS in Paladin XI.
- d. **2013 Budget** ----- Council will be receiving a (6) months detailed financial run that will help when preparing the new 2013 budget.

Rosemary requested from Mastriana Property an updated condo owners list, and Garage owners list.

Pat requested that the Council be given these lists twice a year.

**Questions from the floor:**

9106 asked the Council if there was any way to slow down the traffic on Westview. She feels that this is a safety issue and would like to see if Council could do something about it. Pat explained that the Council will be having speed signs put in place. There was a suggestion that maybe she could use the overflow parking area next to building 9100. She also asked about why she can't leave the baby coach in the hallway. Pat explained that it's not only a Paladin XI rule it's also a Fire Marshall's law. Leaving anything in the hallways could be a safety hazard to the other residents in the building.

Andy Kleinman asked the Council to watch the M&T account, to make sure it does not go over \$250,000.00. This is to make sure it stays FDIC approved.

**Meeting Adjourned: 8:05pm**

**Next meeting; July 19<sup>th</sup> 2012**

**Time: 6 – 8pm**

**Clubhouse**

**Present:** Patrick Ferry, President, Joseph Schaefer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management, and Rosemary Barat, Advisor to the Council, and a few condo owners.

**Council minutes for June 20, 2012 was read and approved.**

**Financial Report:** John Mastriana gave the financial report, and handed out to the Council the January through June 2012 Expense by Account report. This report will help Council when the new condo budget is being put together. **(July 19, 2012 financial report attached)**

**Checks approved and signed.** Charmaine questioned the invoice from Eastern Landscaping. Eastern billed for new Nadia bushes, and (1) dwarf Alberta tree. The plants still needed to be planted. It's been too hot to plant at this time. Council approved the invoice, and signed the check. Washington Gas is now up for renewal, Council approved the new contract. Mastriana reported that Scott from R&R Roofing will be giving Paladin XI's Council a summary report on the condition of all 27 roofs.

**Delinquency Report:** Mastriana report that there was no past condo fees collected this month. Mastriana and Council went over the owners that are past due on their condo fees. Pat asked Mastriana if they were receiving any condo leases. Mastriana reported that they only have a few leases that have been turned in to them. Council will be getting together in August and will compose a letter to all owners that they must turn in a lease to Mastriana Property Management. They will be given (60) days to return the lease or be fined.

**Old Business:**

- a. **Clubhouse contract ----- status -----** no new contract at this time
- b. **9% city water increase/No NCC sewer increase 7/1/12 ----- final ----** OK
- c. **PCXI Rules Revision completed -----** mailed 31 may 2012 ----- completed
- d. **2013 Recycle law -----** contact with WM pending ---- Mastriana explained that they are going over the contract with WM and they are checking over a No Fee Contract. They feel the only thing that could increase the contract would be if the landfill cost goes up. WM cannot control that cost increase if it happens.

**New Business:**

- a. **Council walk around/ bldg...inspection findings ..... Discussion** --- Pat gave a report regarding the walk around that Council did in June 2012. Pat explained that Chris Vitalo will be checking all the Sump pumps in all (27) buildings. Council gave Chris the go ahead to fix any sump pump that need to be repaired. Hallway carpets in all the (27) buildings will be cleaned by Lang Carpet Cleaners. Building 7900 will have new carpet installed in the hallways. All (27) buildings will have the hallway walls touched up. Start date 7/16/12. There are a few hallway windows that need to be repaired. Wilbur repaired the water problem in front of building 7300.
- b. **FIOS-----update-----** Pat and Joe met with Mastec --- Subcontractor for FIOS. Pat gave Mastec the plot plan for Paladin XI. If all goes well and FIOS can be installed in Paladin XI it's possible that all wiring could be done in about (4) months. It will be up to the condo owners to decide if they want FIOS service in their condo.
- c. **2013 Budget** ----- review first 6 months of 2012/initial markup of 2013 ----Pat handed out to the Council a work in progress Reserve Line Item. This will help with the upcoming budget, for 2012. Pat also went over the CD for M & T bank that is now maturing. (**see attached information**)
- d. **2012 Summer newsletter** ----- owner reactions ----- No reaction at this time.

**Pat went over the CD that will be maturing on August 7<sup>th</sup>. (see attached information)**

**Questions from the floor:**

Betty O'Shea from 7301 stopped by to say good bye to the Council, she will be moving the 28<sup>th</sup> of July.

7304 reported to the Council that she has been having a problem with noise coming from 7302. The resident in 7302 has been playing the stereo very loud until 3:00am in the morning. Council recommended she call the police. It's rule #25, explaining the noise rule.

8707 asked if we had any more information regarding recycling. Pat told him that the Council will be giving out more information to the residents in the fall about the recycling program.

Meeting adjourned: 8:20pm

Next meeting: Monday, August 13, 2012

Time: 6-8pm ---- Clubhouse



**Present:** Patrick Ferry, President, Joe Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management, Rosemary Barat, Advisor to the Council, and (1) condo owner.

**Council minutes for July 19, 2012 was read and approved.**

**Financial Report:** John Mastriana gave the financial report. (see attached) Checks were signed and approved with the exception of one invoice from Morton's office (attorney). The check and invoice was returned to the attorney for verification. There was some discussion regarding the garage fees. On the Budget vs. Actual Year to Date report the condo fee and garage fee will be together on the Year to Date report. This change will start in 2013.

**Delinquency Report:** Jon Mastriana reported that there was no delinquent condo fees collected at this time. Council went over the delinquent condo owners report.

**Old Business:**

- a. clubhouse contract ----- status ----- **no change**
- b. 9% city water increase //No NCC sewer increase 7-1-12 -----final – **no change**
- c. 2013 Recycle law -----contact with WM pending – **no change**

**New Business:**

- a. **Statewide Restorations Inc. hallway paint touchup ----update -----** Statewide has completed buildings 6600 to 8400. Charmaine reported the Lang Carpet Cleaners will be cleaning the hallway carpets for \$55.00 per building, and will be starting on August 22<sup>nd</sup>. After building 7900 is cleaned Council will check the carpet to see if it needs to be replaced
- b. **FIOS/Marketing Agreement:** Council met with the Marketing and Sales people for FIOS. Council voted to take the marketing plan. David Kozubal will be the Councils contact person. Paladin Club XI will be paid \$100.00 per condo unit for signing up with the FIOS Marketing Plan.
- c. **2013 Budget** ----- review first 6 months of 2012/ initial markup of 2013. – Jon Mastriana gave the Council an Expense by Account Report. Pat spoke about the reserve line expenses. Council started to look at the budget for 2013.

- d. Copy of leases from owner of rented units ----- discussion ---- Council talked about a letter that will go out to the owners who have not sent in the lease to Mastriana Property Management for people who are renting their condo unit. Pat asked Jon to ask PMCA for a copy of the letter they use. Council will also send a copy to the renters.

Mastriana Property Management reported that a complaint was made from 8606 about the noise from 8607 while moving into their new condo. Mastriana handled the complaint.

Meeting adjourned: 8:00pm

Next meeting: Wednesday, September 19, 2012

Time: 6:00pm to 8pm

**Present:** Patrick Ferry, President, Joseph Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management, Rosemary Barat, Advisor to the Council and (3) condo owners.

**Council minutes for August 13, 2012 was read and approved.**

**Financial Report:** John Mastriana gave the financial report: He gave the Council a copy of the most recent financial reports for the months January 2012, through August 2012.

**Checks were approved and signed:**

**Delinquency Report:** Jon Mastriana gave the delinquency report. At this time there isn't much change in the delinquency report. Council went over the owners who are still delinquent in their condo fees.

**Old Business:**

- a. **Clubhouse contract ----- status -----** still no contact
- b. **9% city water increase//No NCC sewer increase ----- status ---** final
- c. **2013 Recycle law ----- contact with WM pending ----** Jon will let Council know when we can meet with WM.
- d. **Copy of leases for rented units ----- update -----** Jon gave the Council a copy of PMCA's Lease Agreement. Council will look at the letter and see if we can modify it for Paladin XI.

**New Business:**

- a. **Statewide Restorations Inc. hallway skirt paint/repair -----** Council will meet with Statewide and determine which buildings need to be painted. Council feels that not all hallway skirts need to be painted at this time.
- b. **FIOS installation Inc. process. -----** Pat Ferry signed the last agreement for FIOS to now come on to Paladin Club XI and start to lay the cable needed to hook up FIOS in our community. Verizon is hoping to have the installation completed by the end of the year.
- c. **2013 Budget ----- review first 6 months of 2012/second markup of 2013 -----** Council went over the 2013 budget. Budget is nearing in place.

- d. **Kerns Brothers bid on tree removal/pruning ----- discussion -----** Council received a proposal from Kerns to remove (6) trees. They will also remove a dead Arborvitae, thin out some trees and remove the tree stumps.
- e. **CD investment strategy with M&T bank -----** CD for 50,700.00 was moved into M&T operating account. Pat asked Andy Kleinman if he knew of any banks that were paying a decent percentage on CD's. Andy responded that most banks are not paying very well.
- f. **Special meetings on 2013 Council -----** Council pinned down dates for next Council meetings. October 17, 2012, November 14, 2012, and December 19, for the General meeting. The Council meeting for the 19<sup>th</sup> will be from 6–7pm. Time for the General meeting will be 7–9pm.

There was a discussion about holding a special meeting for the people who have signed up to be on the New Council. There were about 50 condo owners that attended the two meetings that were set up to explain that the Council will be stepping down and a new Council needs to be put in place by January 1<sup>st</sup> 2012. Any owner who wants to run for Council will need to submit a short bio to the Council. This information will be placed in the newsletter that will go to all owners sometime in November. There were about 7-10 owners that showed interest.

Pat emailed Valhalla in regards to what are the (2) resolutions to serve on the Council. This will also be entered into the rules/regulations

Questions from the Floor: Jason Rodriquez 9202 asked Council if he could submit a proposal to Mastriana for insuring Paladin Club XI. Council said that would not be a problem.

**Meeting adjourned: 8:15pm**

**Next meeting: October 17, 2012**

**Time: 6-8pm**

**Present:** Patrick Ferry, President, Joseph Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management, Rosemary Barat, Advisor to the Council and (7) condo owners.

**Council minutes for September 19, 2012 were read and approved.**

**Financial Report:** John Mastriana gave the financial report. (see attached). Pat had a short conversation about the CD's for Paladin Club XI. The financial status is showing that Paladin Club XI is very solvent.

**Checks were approved and signed.**

**Delinquency Report:** Jon Mastriana gave delinquency report. Jon went over the owners that are still delinquent with their condo fees. He explained that he has found the work address of one owner that is delinquent and can now serve the proper papers to him. Council is not sure if condo 9003 is up for sale or being rented. 7302 is in Bankruptcy. 8902 John will call and talk with the son.

**Old Business:**

- a. **Clubhouse ----- status -----** still no new contract
- b. **9% city water increase//No NCC sewer increase 7-1-12 ----- final -----** no changes
- c. **2013 Recycle law ----- contact with WM pending -----** Jon will be meeting with WM on 10/18/12, and they will be evaluating the property to see what is needed for the upcoming recycling program. WM will give the Council cost on recycle bins, and what size will fit in the locations where the trash containers are now located.
- d. **Copy of leases for rented units ----- update -----** Pat spoke about the letter that will go out to the owners who have not returned a copy of the lease agreement for renters. All owners must comply, or they will be fined \$25.00 for not responding. The owners will have one (1) month to comply after receiving a letter before they are fined. This will take place December 1, 2012.
- e. **FIOS installation process ----- status -----** FIOS is now on property preparing to start the installing.

**New Business:**

- a. **Statewide Restorations Inc. hallway skirt paint/repair ---update** --- Statewide will be painting the skirts in most buildings. This project will start sometime in the fall/winter. Council voted yes to this project.
- b. **Insurance bid for PCXI General Policy ----- update** ---- Lyons Insurance is working on the policies that are soon expiring. Mastriana will have 3 or 4 companies from which to choose from when all proposals are completed. Mastriana was approached by an owner who wanted to put a bid on Paladin XI's insurance. Council discussed this matter with Mastriana and John Mastriana explained that this time of the year it would be very hard to gather all the information that is needed for the owner to bid on the new business. Council recommends that the new 2013 Council can make a decision next year regarding this issue.
- c. **2013 Budget ---- review first 6 months of 2012/third markup of 2013 -----** Council approved the budget, and there will be no increase in condo fees or garage fees for 2013. John recommended that Council rename **late fees** and **interest** to, **other income**. This will show on the Budget Statement for 2013.
- d. **Kerns Brothers tree work ----- update** ---- trees have been removed and trimmed. Approx. cost \$9,000.00.
- e. **CD investment strategy with M&T bank ----- update-----** invested with Mid-Coast Bank instead of M&T. Purchased a CD for \$50,700.00 for 1.15%. Next CD due Mid-January.
- f. **Special meetings on 2013 Council ----- update** ---- special meeting was for condo owners who are interested in being on the 2013 Council. Pat spoke about the responsibilities of Council members, and that their bios will be going into the newsletter.
- g. **Eastern Landscaping contract for additional projects ----- discussion** ----- contracted Eastern to install rubber barriers in front of most buildings, new plants will be planted, and mulch will be put around most trees to make a protection barrier around the trunk.

**Questions from the floor:** Condo owner complaining about parking spaces. ---- Pat explained that there are no longer window stickers passed out to new owners coming into our community. The sticker that we received a few years ago was a program that Pettinaro started. That program was not a Paladin Club XI program. Also, some people have 2 and 3 cars now in their families and that has caused a parking problem mostly on Pleasant Court. There is an overflow parking area behind buildings 8600, 8700, 9200 that Paladin XI residents can use if needed.

**Meeting adjourned: 8:05 ---- Next meeting: November 14, 2012 ----- Time: 6-8PM**

**Paladin Club XI Council Meeting ----- November 14, 2012 ---- Called to Order 6:07pm**

**Present: Patrick Ferry, President, Joseph Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management, Rosemary Barat, Advisor to the Council, and several condo owners.**

**Council minutes for October 17, 2012 were read and approved.**

**Financial Report: John Mastriana gave the financial report. It was reported that Paladin Club XI is solvent. (see attached)**

**Checks were approved and signed. One check was not approved of so that Mastriana can check and see if the painting on a (westview) garage was done and the color was corrected.**

**Delinquency Report: Jon Mastriana gave the delinquency report. 7806 has been sold. Mastriana has receive the notice of Chapter 7, for 7302. Council spoke about the sewer back up at 8901, and the possible back up in 8902. Horizon and Serv Pro were called to clean up the property of 8901. Jon will call the son of the owner (9802) who is now deceased to make sure he knows of the problem regarding the sewer back up. Council is concerned about a health issue in the condo if not being taken care.**

**Old Business:**

- a. **clubhouse contract ----- status ----- no new contract at this time**
- b. **Copy of leases for rented units ----- update -----letter was approved and will start to go out in December 2012**
- c. **FIOS installation process ----- status ----- Installation ongoing**

**New Business:**

- a. **Statewide Restorations Inc. hallways skirt paint/repair ----- update --- painter should start painting the skirts in the hallways sometime the second or third week in November**
- b. **2013 Budget final budget approved in October ----- review ----- Budget was reviewed and approved by Council. No increase in condo fees for 2013**
- c. **November Newsletter ----- reviewed and approved ----- Jon gave Council master copy of the newsletter. Council reviewed and approved the newsletter**
- d. **R & R Roofing appraisal & maintenance bid. ----- discussion ----- Council wants to meet with R&R sometime the week of 11/19/12. Council will sign the contract for R&R to clean out all building gutters in Paladin Club XI**
- e. **WM recycle proposal for 2013 law ----- review ----- Jon Mastriana met with Joe Leggio from WM and reviewed the locations for the recycle bins.**

## **Paladin Club XI Council Meeting Continued: November 14, 2012**

**There will be (2) Pickups for trash and (2) pickups for recycle. There will be a savings of \$205.87 per month because of the recycle program. The recycle bins will have yellow lids, and Council asked Jon if there will be any written information on the recycle bin. Jon did not know if there would be anything on the bins. Jon also had information that was somewhat different than what Council had regarding recycling of articles, so Jon is going to find out more information and the recycle program will start in January of 2013.**

- f. **Richards Paving contract for blacktop repair ----- discussion -----** Council met with Richards Paving and there will be blacktop repair sometime in November or December. Council signed and approved the contract for 3,150.00.
- g. **Roy West 6905 arrears collection strategy ----- discussion -----** After much discussion, and reviewing the letter from the lawyers office regarding the arrears payment, and the status of 6905's condo being vacant, the Council decided to have the lawyer (Morton's office) draft a letter to be sent to the holding mortgage company to see if they are aware that Mr. West has died, and that the condo is not being lived in, and the condo fees are not being paid. Council was told that they could enter the condo after a notice was posted on the condo door. Council has the right to make sure that the empty condo is not endangering the building.
- h. **Pettinaro Signage ----- discussion -----** Pat spoke about the signage that Pettinaro wants to put up on the Brandywine Blvd. wall. Pettinaro emailed Pat about possibly putting the signage on the Edgemoor side instead of the Brandywine Blvd.side. Mike Walsh will be having a legal document drawn up stating their responsibilities, and Paladin XI's responsibilities. Pat explained to Mike Walsh that Council does not want them to start anything until Council sees the legal document. Pat understands that the document will include the easement rights they have, and that they want to control the landscaping in that area. Council needs to know who will take care of the area when it's all completed.

**Questions from the floor:** Condo owner from building 8400 wanted to know if Council could have the yellow lines for parking extended out into the road. Council explained it would look much like a shopping parking lot and not a private resident. Owner also asked if Council could mark the spots that have a handicap sidewalk ramp space. Council will discuss the best way to mark those areas.

**Meeting adjourned: 8:10 pm**

**Next meeting: December 19<sup>th</sup> 2012 Council meeting and General meeting**

**Paladin Club XI General Council Meeting**  
**December 19, 2012      Called to order: 7:10**

**Present: Patrick Ferry, President, Joseph Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management , Valihura (lawyer), and (25) condo owners.**

**Greeting and Introduction:** Pat introduced the Council and Mastriana Property Management. Pat introduced Robert Valihura who is the (lawyer) for Paladin Club XI. He helped the Council get the new Rules and Regulation off the ground in 2012, and also gave the Council Guidance in the election system that was use to bring on a new Council this year.

**Election of New Council Members for 2013.** Pat started the election process. Pat asked the attending condo owners if anyone had not voted yet. There were 6 people who had not voted, they each received a ballot to fill out. Pat then asked the (6) candidates to give a short bio of their selves. Mark Ferguson, 7605, Andy Kleinman, 9006, Diane Roth, 7402, Deborah Trala, 7505, Phyllis Trala, 6902, Steven Watunya, 7401 Mr. Watunya came late to the meeting. There was a nomination made if anyone else wanted to serve on Council. No one else came forward. Nominations were closed. Pat started the process to complete the voting. Mastriana and (1) volunteer, Glenn Folsom 7106, counted the votes.

**New Elected Council Members are:** Mark Ferguson – 98 votes, Phyllis Trala, 85 votes and Deborah Trala, 71 votes. Pat thanked the other condo owners who step up and offered their services. New Council will start their term in January 2013. They will decide who will hold what position on the Council before the meeting in January 2013.

**Review of Financial Report By Property Management Company: (see attached)**

John Mastriana went over the financial report and had a question from a condo owner. The question was why are there so many banks involved in the financial report. Pat explained the Council looks for the banks that are giving the best percentage for CD's. The banks that are mentioned on the financial report were giving the best percentage.

**2013 Budget Highlights:** Pat spoke about Council not increasing the condo fees for 2013. There was some discussion regarding the recycle trash pickup. Jon Mastriana explained that Waste Management will work with the community for (6) months to get the program going. If it looks like the recycle program is not going to work for Paladin XI, Council can make a decision to go back to the original program of ordinary trash pickup only.

Valihura explained that Council can fine people who are not complying with the recycle law. Mastriana Property Management reported that they will not increase their management fees for 2013. Robert Valihura advised the Council to have a Ratification vote this was done and the budget for 2013 was approved. Sandra Greenfield, 7104 made the 1<sup>st</sup> motion and Phyllis Trala, 6902 seconded. 2013 Budget approved.

**2012 Year in Review: Pat went over the year in review.**

- a. Updated the Rules and Regulations for Paladin Club XI
- b. All 27 buildings hallway carpets were cleaned
- c. All 27 buildings painted and touched up
- d. Black top on Pleasant Drive was repaired
- e. All 27 buildings sump pumps were checked and repaired if needed
- f. Improvement of Landscaping, trees were pruned and if needed removed
- g. Brandywine Blvd. entrance is under construction by Pettinaro Company --- the wall will have the Paladin Club XI logo along with the new apts. logo
- h. New apartments at this time are 80% under contract.

**Questions from the floor:**

Owner asks if the \$47.20 that is paid every month to Pettinaro for the use of the Clubhouse, etc. could be decreased. Mr. Valihura spoke in length about the agreement with Pettinaro and all of the other Paladin Club sections. At this time there are no conversations regarding a decrease in the clubhouse fees.

Meeting adjourned: 9:05pm

Next meeting January 16, 2013

Time: 6-8pm

**Paladin Club XI Council Meeting – December 19, 2012 – Called to order 6:05 pm**

**Present:** Patrick Ferry, President, Joseph Schafer, Vice President, Treasurer, Charmaine Imburgia, Secretary, Mastriana Property Management and (1) condo owner.

**Council minutes for November 14, 2012 were read and approved.**

**Financial Report:** John Mastriana gave the financial report. **(see attached)** It was reported that the Paladin Club XI Insurance coverage policy has increased \$10,000.00. Total cost for 2013 will be \$43,000.00. Pat gave Mastriana the Kerns Brothers contract to continue to trim some of the trees in 2013. John passed out the new directory for Paladin XI. This directory still needs to have some updating done. Jon had an invoice for \$1,799.13 from Serv Pro. This was for the clean up in condo 8901. Council will check out the invoice and get back with Mastriana.

**Checks were approved and signed.**

**Delinquency Report:** Mastriana did not have a delinquency report for the month of December. Mastriana told Pat that they will have it for him by the end of the week.

**OLD Business:**

- a. **clubhouse contract ----- status -----** no new contract at this time
- b. **copy of leases for rented units ---- update -----** Rosemary Barat sent list to Mastriana
- c. **FIOS installation process ----- completed December 3 ----** now ready to sell the service

**New Business:**

- a. **Waste Management & Recycle process ---- update ---- after** much discussion it was decided that the program needs time to work correctly.
- b. **R & R Roofing analysis of 11 december --- review ----** R&R reported that (4) roofs need to be replaced. The worse ones are buildings 7500 and 7900. Waiting for a bid.
- c. **Pettinaro wall signage easement ----- update ----** Pat signed the easement contract. Pettinaro will power wash the PCXI and PCVIII walls on Brandywine Blvd. and then the Pettinaro landscapers will complete the landscaping.
- d. **Roy West unit 6905 arrears collection strategy ----- update ----** Morton's office (lawyer) was suppose compose a letter regarding this issue with 6905. Council is still waiting for the letter.

**Questions from the floor: None**

**Next Meeting: January 16, 2013**

**Meeting Adjourned: 7:00pm**