

**North Brighton Townhouses, Inc.**  
**5057 N.E 37th Street**  
**Kansas City, MO 64117**

# The **BrightoneeR**

April 2012

**Help Us Give a  
Warm Welcome  
to our new  
Board Members:  
Dorothy Olson,  
2nd Vice-  
President  
&  
Sheila Johnson,  
Treasurer**



<b>Office Phone:</b>	<b>816-454-2500</b>
<b>Maintenance Emergency:</b>	<b>913-894-3456</b>
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<b>Website:</b>	<b><a href="http://www.northbrighton.com">www.northbrighton.com</a></b>

# Good Neighbor Award

Judy James & Paulette Clubine  
Receive the Good Neighbor Award

Judy and Paulette were nominated by Mark and Connie Kanatzar. They wrote that Judy and Paulette are great neighbors. They were thoughtful and kind enough to bring food to them after Connie had surgery on her foot. Judy and Paulette are very special people and Mark and Connie wanted to express their appreciation.

The Board of Directors will recognize Judy and Paulette at the board meeting on the 8th of May, during the open session starting at 7:00 p.m.

As a recipient of the Good Neighbor Award, they will receive a \$25 gift card. The Good Neighbor of the Month Award recognizes members of North Brighton Townhouses who exemplify the special spirit of cooperation that makes our community a better place for all of us. Good Neighbor Nomination forms are available in the office.



Mrs. Teresa Schmidt recipient of March's Good Neighbor of the Month Award. Thank you, to the entire Schmidt Family for being Good Neighbors & to Betty for the nomination.

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# Good Neighbor Nomination

Kindness counts. - Nominate a member who exemplifies the North Brighton Townhouses spirit of cooperation through his or her thoughtful acts to help others.

One Good Neighbor is recognized every month and receives a \$25.00 gift card.

Nominees must be members in good standing.

All information will be verified.

The Good Neighbor recognition program will continue throughout the year. When you're touched by another's kindness, please nominate that person.

## Good Neighbor Nomination

Your Name: \_\_\_\_\_

Your Address: \_\_\_\_\_

Your Phone Number: \_\_\_\_\_

I nominate \_\_\_\_\_

(Please give full name of neighbor your are nominating.)

Neighbor's Address: \_\_\_\_\_

Neighbor's phone number: \_\_\_\_\_

**Please understand that phone numbers are necessary so we can talk with both the nominator and the nominee to verify all information. Phone numbers will not be published in the newsletter.**

Explain why you are nominating this person. What has she or he done to be a good neighbor? \_\_\_\_\_

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# **North Brighton Townhouses, Inc.**

## **March 11, 2012**

### **Annual Meeting Minutes**

Betty Maltbia, president, welcomed members and announced that a quorum had been met. There were 81 members present in person or by proxy.

She called the meeting to order at 2:10 p.m. Other board members present were Donivan Best, first vice president; Ann Halsey, second vice president; Selma Irey, secretary; and Terry Wood, treasurer.

Also attending were Elizabeth Tharp, site manager; Sherri Ladd, assistant site manager; Les Dudrey, maintenance superintendent; Dudley Leonard, cooperative attorney; and Melva Linville, property manager, and Betsy Kilker, administrative assistant with Linville Management Services, Inc.

Betty introduced the front table and thanked members for attending. She referred to the letter about the annual meeting and election mailed to all member households February 28, 2012, as proof of notice.

Betty presented the Good Neighbor of the Month award for March to the Phil Schmidt family.

Roll was called and ballots were distributed to members.

Minutes of the March 13, 2011, annual meeting were approved.

Elizabeth gave the office report. Currently, 23 units are for sale: eight one-bedroom units, 12 two-bedrooms and three three-bedrooms. She reminded members about the \$150 referral bonus for members. Last year, 19 members received referral bonuses.

Recertification is now only two pages long. Employer name and address are necessary but income is no longer verified.

Les gave the maintenance report. In 2011, 2,250 work orders and 32 rehabs were completed.

Renovations are well under way. Exteriors are done on six buildings and interiors on five buildings. The goal is to finish all exteriors and interiors by August 1.

During the renovations, 3.5 miles or 18,000 feet of aluminum wrap will be used. More than 23,000 pieces of aluminum will have to be cut, bent and installed. There will be 36,000 shingle panels installed and 156,000 square feet of thermo foil will be used to

insulate the units.

Melva gave the managing agent's report. She reviewed handouts distributed earlier that showed the breakdown of how carrying charges were spent; assets of \$10,570,177; and reserves of \$1,224,694.

There were three volunteers to serve as inspectors of election: Denise Miller, Linda Arndt and Maelynn Shelton.

Betty announced that there were two three-year positions open on the board and that Dorothy Olson, Ann Halsey, Donna Travis and Sheila Johnson had filed as candidates.

Betty asked for nominations from the floor. There were none. Members voted to close the nominations.

The four candidates then addressed the members. Members voted. Dudley and the election inspectors left to count ballots at 2:45 p.m.

Betty discussed the revised bylaws. The next bylaws vote will be held on the property. Passing the amended bylaws requires a vote of 182.

Dudley and the election inspectors returned at 2:50 p.m. Dorothy and Sheila were declared the winners.

Door prizes were drawn. Zela Hicks won a month's free carrying charges; Virginia Marchio and Donna Travis won \$50 each.

Jason Dunlap won the \$25 gas gift card in the door prize drawing.

The meeting was adjourned at 3 p.m.

### **Closed Session**

Betty, Sheila, Selma, Dorothy, Terry, Les, Elizabeth, Melva, Betsy and Dudley convened for a closed session at 3:15 p.m.

Board members elected officers: Terry, president; Betty, first vice president; Dorothy, second vice president; Selma, secretary; and Sheila, treasurer.

The board discussed the rules meeting at 5:30 p.m. on Tuesday, March 13.

The meeting was adjourned at 4 p.m.

# *Senior Luncheon*

## *Wednesday April 18 11:30 a.m.*

*3rd Wednesday*

*Guest Speaker: Tammy Gillispie  
of Clay County Senior Services*

[www.claycoseniors.org](http://www.claycoseniors.org)

## *Re: Services available to all seniors of Clay County.*

*Lunch menu: Mini Cheeseburgers (sliders) & Sides*

**Please RSVP: Dorothy 453-8174**  
**If no answer please leave a message as we**  
**need an accurate head count. Thank You!**

## **Free Document Shredding Events 2012**

Is that junk mail you don't want to just throw away piling up? Do you have boxes, bags, or filing cabinets of confidential documents sitting around the house you would like to shred? Bring it to the library and other businesses and Cintas Document Management will destroy it while you watch!

Cintas is a green company and recycles all items they shred!

<b><u>DATE</u></b>	<b><u>BEGINS — ENDS</u></b>	<b><u>BUSINESS</u></b>	<b><u>ADDRESS</u></b>	<b><u>CITY, ST</u></b>
4/10	1:00 pm — 5:00pm	Mid-Continent Library	317 W US 24 Hwy	Independence, MO
4/14	9:00 am — Noon	Mid-Continent Library	6050 N. Chestnut Ave	Gladstone, MO
4/14	9:00 am — Noon	Mid-Continent Library	1000 Kent Street	Liberty, MO
4/21	9:00 am — Noon	Mid-Continent Library	8700 N. Oak Trfwy	Kansas City, MO
4/28	9:00 am — Noon	Boardwalk Branch Library	8656 N. Ambassador Dr. K.C., MO	
5/5	10:00am— Noon	Bank Of Weston	6510 NW Prairie View Rd	Kansas City, MO

# ***Renovation Report***

**The exterior and the interior work has been completed on 8 buildings and 5 buildings are in various stages of the exterior work.**

The following is the process for those whose buildings have not been started:

1. A walk though of all units to determine what work needs to be done.  
— This has been completed.
2. Exterior work on the buildings will be done first.
3. A second walk though will be done to confirm the scope of work in each unit.

Items being done are listed below:

- + Insulation installed around all windows
- + Front & Back outside electrical outlets
- + Upstairs hallway electrical outlet
- + Light Bar & replacing original Medicine Cabinets in the bathrooms
- + Kitchen GFI Switches
- + Main Water & Outside Hose Bib Shut-Off Valves
- + Original Front & Rear Entry Doors
- + Replacement of all original Interior Doors, Original Kitchen Floors, and Original Countertops

4. After the second walk though, each unit will receive a notice explaining exactly what will be done. This notice will also tell you what preparation you will need to make for the contractor.
5. Once the interior work starts on a building the contractor's plan is to complete the building in one week. This is the goal but may not always be possible.

**6. After the interior work is completed a final inspection will be done by the General Contractor and NBT Maintenance Supervisor.**

*NOTE: With the thermal foil on the outside insulating the windows and adding insulation in the mansards, we hope everyone will see a savings on their utility bill. Several members in the completed building have told us that their furnace doesn't come on as often and the unit is warmer.*

## ***Friendly Trash Reminder***

Please make sure that you bag up your trash and place it **inside** the dumpster. No loose trash should be going in the bins. All trash must be bagged and tied. Large items should be placed in the dumpster behind the office. If you should have any question about where to throw large items away please contact the office.

# Office News

## April Board Meeting Closed for New Board Member Orientation

Do you know someone looking for an awesome place to live? The NBT referral bonus is \$150. Tell everyone you know about your cooperative and get money in your pocket. Bonus will be paid upon referral's move in.



### YARD SALES

Members are allowed to have their own sales from May through September only. The following rules apply:

- 1.) Signs must be removed from the property the morning after the sale is over.
- 2.) All merchandise must be brought inside the unit each night if member is having a multiple day sale.
- 3.) Multiple day sale are limited to three (3) days.

**Please remember to open your car doors carefully as to not make contact with the vehicle parked next to you.**

**Respect is contagious...spread it around!!**



**Members please keep your cars locked and windows up. Do Not leave items of value i.e. GPS, Cell Phone, Laptop, Money, Jewelry, Purses etc. in your car where they can be seen. Lock them in your trunk or take them inside with you. Never leave your car running unattended.**

# Maintenance Reminders & News

## Spring Clean-Up

We are going to great expense to make our complex more attractive.

Please keep your flower beds and your yards cleaned up and weed free.

Spring is just around the corner. It is time to start cleaning up our complex. Let's all contribute to do our part to clean up the Co-op and make it more attractive for everyone.

**We will start tagging yards\* immediately since the first mowing by the contractor is completed.**

The following are a list of items to look for:

- 1) Area around the AC units should be kept clear.
- 2) All bikes and toys should be stored in the back yard when not in use.
- 3) There should be no trash or bags of trash, tires, appliances, car parts, boxes, lumber, ladders etc. in the front or back yards of the units.
- 4) Flower beds in the front and back of the units should be cleaned up.
- 5) Please remove any flowers or plants that you do not want mowed down. Please make sure there is a visible border around those items. (A border does not include sticks or rocks)
- 6) Please clear all dead plants off your fences.
- 7) All yards should be free of dog waste.
- 8) Please keep common grounds clear of cigarette butts.
- 9) Call the office for free grass seed.

If you should have any questions please contact the office.

\* Tagged yards have 7 days for you to mow & trim or NBT will mow & trim and you will be charged \$35.00.

## MOWERS WANTED



If you are interested in earning extra money this summer as one of the member mowers; please get your name and number to the office so we can list you in the Brightoneer. (You must have your own mower)

# **For Sale**

Two Seat Glider  
-New in the  
box— \$ 55  
Large Picture of  
an outdoor scene  
(43" x 34")  
Call: Sharon  
455-7816

Rod Iron Rack-\$ 50 obo  
Or best offer  
Call: Carol 808-2765

27" Color TV (not a flat  
screen) is Cable Ready \$ 20  
Call: Ann 301-2065

Cargo Carrier made of  
Hard Plastic \$35  
Wooden Table \$5  
comes with free chairs.  
Call: Margaret  
816-459-9881

**Scentsy Wickless Candles**  
**Wickless, Flameless and Smokeless**  
**Safer than regular candles**  
**Call Marion 453-0968 or see my website:**  
**[www.marionsflamelesscandles.scentsy.us](http://www.marionsflamelesscandles.scentsy.us)**

Diane Schumacher, Avon Representative  
4943 NE 37th Street, Kansas City, MO 64117  
(816) 453-3324 (Home) — (816) 507-7299 (Cell)  
Email: [ladyschu@kc.rr.com](mailto:ladyschu@kc.rr.com)  
Web Site: [www.youravon.com/dschumacher](http://www.youravon.com/dschumacher)

# Rules We Live By In Review

## **Section 1.2 Carrying Charges And Other Payments**

Carrying charges are due on the first (1<sup>st</sup>) of each month. A member has until the close of business on the tenth (10<sup>th</sup>) of the month to pay these monthly carrying charges, after which a \$25.00 late fee is assessed. If the 10<sup>th</sup> of the month should fall on a weekend, the carrying charges are due by close of business the preceding Friday. On the following business day after the 10<sup>th</sup> of the month, “Notice of Default” letters will be sent to any member whose payments were not received on the due date and time.

## **Section 1.9 Recertifications**

Recertification is required annually. Notice will be received 75 to 90 days prior to due date, requesting information on family composition and employment. Failure to comply with request will result in your Occupancy Agreement being placed in default and will increase your monthly Carrying Charges to Market Rate. Occupancy Agreement Article 1, paragraph 4; Article 13 (1) and Article 14.

## **Section 1.12 Vehicles**

**One car per licensed driver per household.** This does not apply to motorcycles. In the case of a complaint or controversy, you may be asked to provide the office with a copy of each person’s driver’s license.

## **Section 2.2 Complaints**

- A. All complaints concerning any violations of these rules must be in writing, signed and submitted to the on-site manager by an adult member in good standing. The complaint process is as follows:
  - B. After a letter of complaint is received by the on-site manager, a letter is sent to the person the complaint is against.
  - C. If the problem is not solved, the person receives a second, more severe letter or;
  - D. A Grievance hearing is held and if the person is found in default, they are given a specific amount of time to cure the problem.
  - E. If the person continues to break the rules, it could lead to their eviction.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Palm Sunday  Carrying Charges Due	2	3	4	5	6 Good Friday	7 Passover
8 Happy Easter	9	10 Board Meeting Closed Session	11 Late Fees Applied	12	13	14
15	16	17	18 Senior Luncheon 11:30-?	19	20	21 Attorney Referrals
22 Earth Day	23	24	25	26	27	28
29	30	May 1	2	3	4	5