

Did You Know...?

The Carlyle accepts payments for all your monthly fees via check or ACH. If choosing ACH, please contact the management office for details. Also, you can drop monthly maintenance fee payment at the front desk and save a stamp.



Season's Greetings

First Realty Property Management, Ltd
6690 Beta Drive, Suite 220, Mayfield Village, OH 44143
(440) 720-0100

The Carlyle office – (216) 221-6060
Carlyle Website: carlyleonthelake.com
Email: carlyleboardofdirectors@gmail.com

THE CARLYLE CONDOMINIUM UNIT OWNERS' ASSOCIATION BOARD OF DIRECTORS

Anita Gill, President
Mike Ashley, Vice President
Harry Freer, Treasurer
Mark Nagle, Secretary
Dr. Peter Anders – Member-At-Large
Eric Huvendick – Member-At-Large

Douglass Fogg – General Manager
Casey Ward – Assistant General Manager
Linda Mayhugh – Office Administrator
Carl Andrako – Physical Operations/Efficiencies Manager



THE CARLYLE ON THE LAKE

THE CARLYLE NEWSLETTER

December 2018

The Carlyle Board of Directors wishes all of our residents and suite owners a Safe and Happy Holiday Season as we close out 2018.

We ended last year with a major flood on the Sea Breeze level and again thank all of our residents who've shown so much patience and understanding throughout the restoration process! As we head into the New Year, please take a moment and review some important details on activities around the building.



Opt Out Materials – The opt-out materials have been distributed to all unit owners. Please note that if you **DO NOT VOTE**, it is in fact a vote to fully fund. As we have done in the past, the Board is once again recommending we opt-out of fully funding. We believe that there are sufficient funds being collected to pay for the various projects next year and sufficient funds are being held in reserve to cover any emergencies that may occur.



The Annual Meeting - The annual meeting will be held on December 4, 2018, in the Harbor Room at 7 pm. We hope that all unit owners will be able to attend and get updates from our committees, management, and the Board on what took place in 2018.



Lobby – the Lobby is decorated for the holidays and looks beautiful. December is one of the busiest times of the year. We want to take this opportunity to thank both the residents and staff who took the time to decorate the lobby to look so festive.

SB level –The SB level is open, and the amenities are ready for use. We’ve received a lot of positive feedback from residents concerning the game room, the Cove Room and the locker rooms. The game room appears to be in use on a regular basis, so if you have not been down to the game room yet, please take the time to go down and look around. As previously noted, the Harbour Room renovation will happen during 2019 at a point and time when the renovation will cause the least disruption. We will keep you posted concerning this upcoming project.



The new furniture for the Cove Room has not arrived, but we expect to have it delivered within the next few weeks. As soon as the new furniture arrives it will be placed into the Cove Room. The replacement of furniture will not cause disruption to use of the

Insurance Coverage

DECEMBER 2018

A point of view by:

*Frances K. Wesley, AAI Vice President
Personal Insurance Division
Dawson Companies
1340 Depot Street
Rocky River, Ohio 44116
440-333-9000 Direct Line 440-895-6336*

INSURANCE COVERAGE – WIND-DRIVEN RAIN

It has been six full years since hurricane Sandy hit this area. How many of you suffered damage from “wind driven rain”?

High winds, such as from hurricane Sandy, and the heavy winds from this past week, can push the rain with such force that it comes through window and door frames without any exterior damage to the building. However, the rain can cause considerable damage to the interior of your units. This is a covered loss, if you have an “Open Peril or All-Risk policy. If you have the Open Peril policy, you are covered for the repairs for all damage to your floors and walls on a replacement-cost basis.

When your next bill or renewal policy comes in the mail, give your current agent a call and ask them if you have an Open Peril policy.

If you are interested in a review of your current coverage or a quotation from our agency, I can be reached at (440) 895-6336.

LEGAL CORNER...



Q. I am the treasurer for our association and just learned that we have to have a federal tax identification number. What is it and why do we have to have it since we are a not-for-profit- corporation?

A. Just as every American citizen must have a social security number, every American business must have a federal identification number. The federal identification number is needed when filing tax returns. Like any other corporation, an association is required by the federal governing to file a tax return. The association's monthly, quarterly, or annual assessments are generally not taxable, but some items such as interest income, may be taxable. Banks will also require a federal identification number when opening an account in the name of the association.

Q. I serve as secretary for my association. Every once in a while I have to miss a meeting due to other obligations. Because none of the other board members want to take minutes, may I designate somebody else to just sit in on the meetings and take minutes in my absence?

A. No, you cannot do this individually, but the board, upon proper motion and approval, may appoint a "recording secretary" to be present at a meeting to take minutes. Many boards pay a recording secretary to attend every meeting. This practice allows the elected corporate secretary to take a more active role in the meeting discussions. A majority of your board could also determine to use a "recording secretary" at those meetings you know that you will not be able to attend.

Editor's Note: The material presented is intended to inform, not advise. Kaman & Cusimano, LLC represents this association.

room, but we think everyone will enjoy the new furniture versus the old furniture which is in there now.

The new bike room is open, and the bikes have been moved from the old bike room. The bikes are in the room in an orderly fashion and will make it easy for the residents to obtain their bikes once cycling season opens again.

The racquet ball court is being used as the temporary exercise room until the work on the B level is completed. Now that the equipment has been placed in that room, we are looking into adding additional equipment into the temporary exercise room.

Boardwalk Level Improvements - Demolition has commenced on the Boardwalk level (basement). Contractors will begin the construction on the B level on January 2, 2019. This includes the area across from the laundry room that will be the home to the new workout room, as well as updating the corridors leading to the restaurant. As soon as we have the projected dates for the construction and its completion, we will update you via the newsletter and applicable posting around the building.



Elevators – the replacement of the Window Curtain on the glass elevator wall will begin in the next few weeks. This will require the shutting down of this elevator during week days from 8 am to 5 pm. The removal of the one elevator during work days could cause a slow response time when the elevators are called. Please take this into consideration for planning purposes when attempting to use the elevators.

The replacement of the window curtain may cause the hallways to seem cool. The wind will be able to come in through the open shaft. If you believe the hallways seem exceptionally cool during

the month of December it is most likely a result of the elevator work.

Windows – The Board has entered into a contract for the next phase of the window replacement. Next spring work will begin on the 20 and 21 series windows. As time gets close management will give advanced notice to the Unit Owners so that you can prepare for the work in your unit.

Garage – Work will be ongoing in the Garage. The Office will be letting people know when the work will be involving their parking area. We would request that if you are requested to park outside that you do so. We need to have the areas opened so that the work can be completed.

Restaurant – You will notice work is moving ahead on the restaurant with work on the exterior entrance underway. Much of the electrical, plumbing and heating tie-ins have been completed and work is underway in the common area hall above the indoor pool.

Closing – Thank you again for your support and patience throughout 2018 as we continue to reinvest in our nearly 50-year-old building.

For the Board of Directors,
Anita A. Gill - President



Carlyle Clothes To You



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(American Express not accepted)

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Boardwalk Level

(216) 226-3390

OR

Visit us on Facebook at
Tom's deli at the Carlyle on the Lake

Carlyle Employee Holiday Bonus Fund

Dear Owners and Residents,

For the past several years, Carlyle residents and suite owners have contributed to the **Carlyle Employee Holiday Bonus Fund**. It is a way to recognize the individuals who make The Carlyle the comfortable, clean and safe place we call home. Twenty-four hours a day, 365 days a year, these 19 people go about the business of cleaning/maintaining the Lobby, common areas, our equipment and your residential or commercial corridors. Much of their work goes unnoticed because it would only stand out if it wasn't done. They tend to a wide range of needs from each of us and our guests, and they try to do so in a professional manner under sometimes difficult and stressful circumstances.



While your maintenance fees pay their salaries, this is the one time each year when we can formally thank these folks for their efforts, dedication and consistent willingness to do more than the minimum requirements of their jobs.

We recognize that these are still challenging times financially. However, we ask that you still consider a contribution appropriate to your circumstance this year as a way to reflect your appreciation of The Carlyle staff during the holidays for all they do every day.

Best regards and wishes for a safe and enjoyable holiday season.

The Board of Directors
12900 Lake Avenue Association, Inc.

Cash in a sealed envelope is accepted, but checks are preferred and should be made payable to: **Carlyle Holiday Bonus Fund-2018**. Contributions can be left in the box at the Receptionist's Desk anytime through **1/6/2019**. All contribution amounts will be kept confidential.

Off-site owners please mail your contributions to: First Realty Property Management Company, Re: Property 405, 6690 Beta Drive Suite 220, Mayfield Village, OH 44143 Please make a single check payable to the **Carlyle Holiday Bonus Fund-2018**. This wording will avoid confusion with your maintenance fee payments.

Carlyle Activities Committee
Chair: Leslie Tighe
CarlyleActivities@gmail.com

Happy Holidays to you and your family!

You are cordially invited to.....

The Carlyle Holiday Party

Saturday, December 15th
The Harbour Room
6:30 p.m. – 11:30 p.m.

Our dinner menu will include:

Slow roasted grass-fed flank steak
Chicken Scaloppini
Yukon gold garlic mashed potatoes
Penne pasta w/ pesto sauce
Green beans w/ shallots and assorted mushrooms
Mista salad w/ dressings
Homemade focaccia bread



Vegetarian Option- Pasta w/roasted vegetables and roasted red pepper sauce

(Specify this meal when buying your ticket)
Catered by Italian Creations

- Dinner tickets go on sale Nov.13th through Dec.12th at midnight, at the Front Desk.
(No dinner tickets will be sold at the door)
- Tickets are \$25.00 per person
- Cash or checks payable to the Carlyle Activities Committee.
- Food will be available and served from 7:00 to 8:15 pm.



Richard Katz Realty & Condo Realty

Office in The Carlyle
12900 Lake Avenue
Lakewood, Ohio 44107

Michele M. Evans-Katz

AHS Realtor®
Business: 216-221-8500
Cell: 216-299-0083
Fax: 216-221-8538
Thinkcondo.com

Condominium Specialist
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ACCREDITED HOME-STAGING SPECIALIST
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MicheleMEvans@aol.com



Bev & Angie

50 years combined experience



Bev George:
Cell: 216-469-9298
Home: 216-521-4680

Angela Maresh:
Cell: 440-785-3872
Office: 216-221-6585

angelamaresh@howardhanna.com – bevageorge@aol.com

**Beverly has been a resident-owner at
The Carlyle since 1981**

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She brings with her a broad range of valuable experience to The Carlyle to help support building and property operations, business planning and personnel functions.

Casey has a depth of both project management background as well as design experience from several years at RCF Group – an architectural interior design firm. At RCF, she was responsible for several overlapping, large-scale renovation installations in the hospitality, education and corporate business segments.

She is also no stranger to the challenges faced by large properties. As a staff member of the Cleveland Browns organization for a number of years, she was intimately involved at the project level, with the renovations at First Energy Stadium.

For several years with the Browns, and previously for a decade and a half for the Cleveland Indians she held Guest Services supervisory and support positions. This made her the Game Day “go to” person, with oversight for many guest-critical functions – including custodial/maintenance issues, security and crowd management as well as crisis intervention aspects of Game Day operations.

With degrees from both Baldwin Wallace and Virginia Marti College of Art and Design, Casey grew up in Salem, Ohio and still has a large extended family in the Mahoning Valley area.

Today, Casey and Cheesy, her 13-year-old mutt mix now make their home in Tremont where she has VERY recently completed a “to the studs” rehab of a classic urban duplex residence.

Please introduce yourself to Casey when you see her. She has a great deal to offer the association. We look forward to her contributions and we’re glad she’s here.

- Bring your own beverages!
- Dessert, coffee and ice provided
- Entertainment by: “Flash Gordon” DJ Services
- If you wish to come for dancing and socializing only, there will be a \$10.00 cover charge at the door, beginning at 9:00 pm.***

It is the most wonderful time of the year! We hope you will join us for an enjoyable evening.

Bring your family and your friends!

Carlyle Activities Holiday Light Tour

Lolly the Trolley Silver Bells Tour

Sunday, December 16th 7-8:30pm



Those that have signed up and paid are going!

- We will meet at the Powerhouse at 6:20, see you there
- Trolley boards 6:30 pm,
- Trolley leaves promptly at 7:00 pm.

Parking is \$2.00 at Nautica Powerhouse

NO BEVERAGES, FOOD, or SMOKING allowed on the Trolleys.

Bring cash to tip the driver, please.

Dinner Night Out – Caffé Roma

- **Tuesday December 18, 2018**

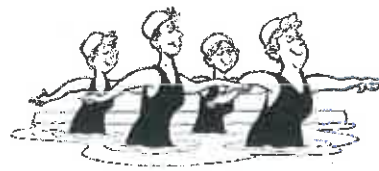
13000 Lorain Road, Cleveland

- 5:30pm Social time 6:00pm order dinner
- Reservations are a must. Sign up at the Front desk by Monday December 17th by noon to secure your seat. The restaurant needs a head count by this date.
- Car Pool if you can.
- Hope you can join us!



Water Aerobics Come try us out!!

- Tuesdays at 8:00 a.m. and/or 6:00 p.m. Thursdays
- Each class is \$5 but after you've paid for 3 classes, the 4th one will be free!
- Please come and join us!!
- Instructor Amy Collins



Book Club:

Join us on the second Monday of each month at 7p.m. Here are the upcoming selections for our group discussions.



- December 10: War Brides Helen Bryan
- January 14: A Dog's Purpose W.B. Cameron

ACTIVITIES INFORMATION IS POSTED ON THE BOARDS NEAR THE ELEVATORS

Questions or want to be added to the Carlyle Activities Gmail

Email us at CarlyleActivities@gmail.com

Grounds Committee

Bonnie Egertson – Vice Chairperson

Please join the Committee in a hearty THANK YOU to our wonderful staff and the elves who helped us transform the lobby and grounds into a holiday wonderland. We hope you take some time to spend in the lobby during the coming weeks and enjoy your lovely decorations.

We make another call for any elves who are available on Friday morning, Jan. 11th to spend an hour or so helping to take down the decorations and pack them up for another year. Both times are an excellent opportunity to meet and work with your neighbors to beautify our common space.



Happy Holidays to all.

Who's That Girl?

You may have seen her in the management office. Or in the lobby? On the grounds? Perhaps walking / talking with our General Manager, Doug Fogg?



Introducing Casey Ward. She is the new Assistant General Manager at The Carlyle on the Lake. By the time you read this she will have been in her job here about six weeks.