



The Gassen Way

COMMUNITY ASSOCIATION MANAGEMENT

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What clients are saying about their Property Managers:

“Thanks for your continued support and for all the wonderful workers— words cannot describe how refreshing it is to see so many positive workers with a can do attitude.”

-Homeowner

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Winter 2011

ALLSTAR CONSTRUCTION MANAGEMENT, LLC

Have you experienced water damage to your home this winter? You are not alone! The weather conditions this winter have been extreme to say the least. The result was the formation of ice dams.

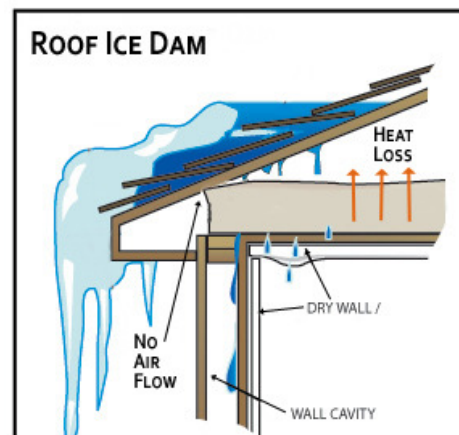
Ice dams form as a result of a few key factors:

- Most Important - Accumulation of snow on the roof.
- Average outside temperature is below freezing (32) degrees.
- Roof surface temperature is above (32) degrees towards the peak of the roof, and below (32) degrees towards the bottom of the roof.
- Snow on the roof surface that is above freezing melts and flows down until it reaches the roof surface that is below freezing. Water then freezes into an ice dam.
- The ice dam continues to form as it is fed by melting snow from roof surface above the dam.
- Finally, the pooling of the water behind the dam will find cracks in the roof surface and flow into attic resulting in water damage.



Associations across the Northern half of the United States are finding themselves looking for solutions to this problem. Everyone involved, from property managers to homeowners to insurance companies, know how costly and frustrating this experience can be. Although there might not be a cure to the weather; there are improvements that can be made to your property to prevent you from having to deal with the water damage again next year.

Most townhomes and condominiums have shared attic's resulting in a greater amount of heat loss. The amount of insulation in your attic is most likely the source to this problem. Insulation loses it R-value overtime. It is recommended by Centerpoint Energy to keep the insulation in your attic consistent to R-49 or approximately 16" to 18" inches of insulation.



Another improvement that might need to be addressed on your property is the ventilation of the attic. There needs to be sufficient intake at the eave lines (soffit), and exhaust at the peak of the roof. This is an important factor for controlling the roof surface temperature that leads to the formation of an ice dam.

Contact Allstar today, at 952-942-7454, to see what steps can be taken to improve your property.

Visit www.allstarconstruction.com for more information.

Time Management: Chunk, Block, and Tackle!

Recently Cyndi Koester, CMCA, AMS, PCAM gave a presentation at a Community Association Institute (CAI) luncheon on the topic of time management. She challenged everyone to identify the biggest time wasters and talked about how we can solve this problem.

Procrastination is a time waster for almost everyone. We procrastinate because we have no clear deadline, the task may seem too large to handle, we don't know where to begin, or

we fear failure. We can overcome procrastination by prioritizing our tasks and rewarding ourselves for accomplishing these daunting tasks. A reward could be as simple as treating yourself to your favorite candy, or as large as a shopping trip to the mall.

Cyndi expanded on how to allocate time to specific projects following this theory: Chunk, Block and Tackle. This sounded like some foreign football terminology but when she

explained this theory, it made sense!

Chunk: Break large projects into specific tasks that can be done in less than 15 minutes.

Block: Block out set times to complete specific chunks as early in the day as possible. If you work your best in the morning, schedule the task for the morning. Remember to "eat that frog"! If the first thing you do each morning is to eat a live frog, you can go through the day knowing

that is probably the worst thing that is going to happen all day long!

Tackle: Now tackle the specific task, focusing only on this task rather than the project as a whole. You don't have to get it done all at once, but you do need to start.

Now, turn off your e-mail, stop looking at your BlackBerry, close your Facebook page and focus!



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Tip of the Season: Carbon Monoxide Checklist

- Have your home heating systems (including chimneys and vents) inspected and serviced annually by a trained service technician.
- Never use portable generators inside homes or garages, even if doors and windows are open. Use generators outside only, far away from the home.
- Never bring a charcoal grill into the house for heating or cooking. Do not barbecue in the garage.
- Never use a gas range or oven for heating.
- Install battery-operated CO alarms or CO alarms with battery backup in your home outside separate sleeping areas.
Visit: cpsc.gov/info/co



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