

Directors Meeting Minutes
Promenade Towers
March 15, 2018

Directors present: Nick Ciciretti, Andy Glassberg, Megan Ladd, Dave Mathieu, John Rastl and Jim Zafirson

Directors absent: Mark Rockwood

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from February 15, 2018 were approved as written.
- 3) Treasurer's Report:
 - John Rastl presented a summary of our income and expenses through February. The Operating account balance was \$34,312 and the Reserve balance was \$621,340 as of February 28, 2018.
- 4) Unfinished Business:
 - Verizon status update – Jim Zafirson reported Verizon is still reviewing the proposed lease amount.
 - Smoke-free letter response – Currently, 31 owners are in support of the proposal and 2 are opposed.
 - Deck clearing policy – There was continued discussion around this topic. Mr. Zafirson provided some background as to how the building is constructed. There were no proposals to alter the existing rule. Unit owners with poolside balconies will be notified that McGarvey Landscaping can be hired to clear their decks after a snowstorm. Those wishing to avail themselves of this service should contact David deBree,
 - The mid-month decision on March 9, 2018 to replace the remaining 12 wall pack lights on the faces of the garage and wall of Building 1 with LED bulbs was confirmed. The cost is \$1404.
- 5) New Business:
 - Annual financial report – Mr. Rastl reminded the Board the Annual Financial report is due 90 days after the start of the fiscal year (which began 1/1/18). The report has not been finished because we are still waiting for taxes to be completed.
- 6) Property Manager report:
 - Fire alarm – The fire alarm system reported a trouble status on Thursday, 3/8/18. Protection One has been investigating the cause but has not yet tracked down the issue.
 - Generator/fire pump replacement planning – Mr. deBree presented an overview of estimates he has received for this project. He is still working to get an “apples to apples” comparison on the potential work needed.
 - Fireplace repair status – The pilot light valve was replaced on Monday, 3/12/18. The fireplace is now working properly.
 - T-Mobile construction – T-Mobile has nearly completed their work but still need to paint the antennas. A final walk through is also needed.
 - Fence – The fence which adjoins our property and Island View Apartments has been repaired.
 - Building 1 noise – A loud banging sound is believed to be due to cable trays used by US Cellular becoming loose. A maintenance crew is coming to review and resolve.

7) Meeting was adjourned at 7:55 PM.

A handwritten signature in cursive script, appearing to read "Megan H. Ladd". The ink is dark and the signature is written in a fluid, connected style.

Megan H. Ladd
Secretary