

Directors Meeting Minutes  
Promenade Towers  
January 17, 2008

Present: Bruce Hopkins, Leonard Ney, Stewart Peller, John Rastl, Margie Thomsen, Cynthia Widdows, Jim Zafirson

Absent: none

1. The meeting was called to order at 7:10 p.m. in the Promenade Towers community room.
2. Minutes of the December 6, 2007, meeting were approved as written.
3. John Rastl gave the annual treasurer's report, which was approved. (see balance sheets attached)
4. Mid-month decisions confirmed  
Following Jinnie Delano's resignation from the Board of Directors in December, the Board unanimously appointed Leonard Ney to serve the remainder of Jinnie's term, which is until the annual meeting in September 2008.
5. Old business:

a. Construction update

There are still problems with 11 new patio doors. This is not acceptable, and Jim Zafirson has requested that the doors be replaced, rather than "repaired" in place as Graham would like to do.

The new door knockers have been on backorder and were shipped today.

Rick Lank is continuing with preparation of the walls for paint, as well as with ceiling repairs. The fifth floor has been completed, and the fourth floor should be finished by the end of next week. The approximate timeframe for Rick's work is one week per floor, with the painters following behind. After the painters have completed their work, Rick will do any necessary touch-up. Some new wall damage has already occurred around the elevators, so the question was raised about how to protect the walls around the elevators. Possibilities are a plexiglass covering or a laminate around the areas of hardest use.

Metal Technologies will be starting the roof project the beginning of March. It is anticipated to take about seven weeks.

A question was raised concerning the repair of eight foot window sills in some units where the original sills were broken when the new windows were installed. A number of the replacement sills have multiple holes in the Corian material, whereas the original sills had none. Jim Zafirson said that Rick Lank will be filling the holes with Corian epoxy, but is not likely to

get to that project until approximately two months from now. Jim also stated that some of the sills may have to be replaced. Another concern voiced was the timeframe for repair of the popcorn ceilings around the newly installed windows. Rick Lank will be doing this work as well, but since there is presently a backlog of work for him, the timeframe is uncertain. It was suggested that owners might hire Rick to do some of this work on his own time and that the Association pay Rick to do so. Jim will speak to Rick about this.

b. Locks and masters

Access to the building and its closets was discussed. *A motion was made, seconded, and passed to put digital locks on the closets (including electrical, cable, and telephone), the office, and the compactor room.* Persons needing access to these rooms will be given a code only (no keys). *A motion was made, seconded, and passed to master key the building as follows: one master for exterior locks (including the roof), one master for the units only, and one master for all other locks (including closets).*

c. Water pump vibration status

Sound from water pump vibration audible in Unit #211 was brought to the attention of the Board of Directors. The rubber isolation boots have been inspected and some dry rot was found. The boots need to be replaced, possibly with a series of two boots on each line, and Jim Zafirson is getting a quote on the cost. Also, new isolation springs will be purchased, and a new box built to vent into the back wall. The pipes will be insulated with fiberglass to the ceiling, and the ceiling will be insulated as well.

d. Signage status

There is nothing new to report on signage at this time. Weather permitting, John Rastl and Stu Peller will measure for dimensions of new signs needed so quotes can be solicited.

6. New business

a. Personal items in common areas

A lengthy discussion was held on personal items in common areas, including plants and unit door decorations. Rules and regulations specified in the past have not been enforced. Opposite ends of the spectrum were a “sterile” hotel-like environment, or a “home-like” environment with individual personal touches. Everyone was encouraged to think about this highly emotional issue, as well as to speak to others and look around in different condominium buildings, if possible, to see how this is addressed in other places for the benefit of all. Ease of housekeeping and damage to doors should also be considered. Decisions will be made on this issue at the next meeting. In the meanwhile, Jim Zafirson requested that no holes be drilled in unit doors, and that the decorating committee meet and do some research so they can provide feedback at the next meeting as well.

For those owners wishing to install doorbells, the only type permitted will be hard-wired and flush-mounted in the doorframe. An example of an approved doorbell installation can be viewed at Unit #151.



- b. Parking by front entrance  
The new pre-cast concrete slab has been installed. A slightly S-curved cut has been made into the blacktop to increase the size of the planter in front of the lobby windows. Cars can no longer park in front of the lobby. The remaining two parking spaces will be measured to make sure they are in compliance with handicap parking regulations. *A motion was made, seconded, and passed to have two handicap parking spaces identified as such, and to eliminate the 15 minute parking space altogether.* A notice will be sent to owners informing them of this change.
  - c. Owner question regarding building repairs  
A unit owner inquired if the Association would warrantee in writing any building repairs made. She was told that a warrantee is not possible, but the Board of Directors will put together a general statement inviting owners and potential buyers to look at any construction documents. Construction updates that were sent out regularly are also available. Aside from that, a condominium resale certificate states recent assessments made and any plans for future assessments.
  - d. New T-Mobile item on roof  
Bruce Hopkins is trying to contact T-Mobile to inquire about the nature of a new item on the roof. He will report on this at the next meeting.
  - e. Building insurance change  
John Rastl informed unit owners of a change in building insurance. The former carrier gave a quote 32% higher than last year, and it was presented only three days prior to the renewal date, despite repeated requests. A much better price was negotiated with the new insurance company, Hanover Insurance Group. The agent is Paquin Carroll.
7. The meeting was adjourned at 8:55 p.m.

Margie Thomsen  
Secretary