

Directors Meeting Minutes

Promenade Towers

December 4, 2014

Directors present: Gunnel Hansen, Dave Mathieu, Leonard Ney, John Rastl, Margie Thomsen and Jim Zafirson

Directors absent: Bruce Hopkins

1. The meeting was called to order in the Community Room at approximately 7:00 PM.
2. The meeting minutes from October 16, 2014 were approved as written.
3. Treasurer's Report. John Rastl presented a summary of our income and expenses year-to-date for 2014. Only one owner is over 60 days in arrears with a balance due of approximately \$1,700. The Operating account balance was \$40,625 and our Reserve balance was \$783,514 as of November 30, 2014. The 2015 Budget adopted at the October meeting is now automatically ratified and new fee amounts will be sent out to owners on December 5.
4. Unfinished business:

a. Bike storage/restroom renovation. Len Ney described progress on gutting the old locker rooms and sauna to provide an area for bike storage. What was the Ladies restroom will now be the single restroom accessible from the hall at the bottom of the stairs. A deadbolt will allow privacy and show either "Occupied" or "Vacant" on the outside. The bike room will have a combination lock like unit doors with the combination only given to registered bike owners. The Board discussed a proposal to cover the floor in both rooms with the same type and color rubber that is in all the stairwell entrances. A motion was made and approved for approximately \$7,465 to Paul White Interiors to install this Johnsonite brand flooring and matching cove molding.

b. Unit inspection summary. Mr. Rastl said all 80 Units were inspected between Nov 12 and Dec 2 (all but two were done in 5 days, 1 day per floor). Inspections were done by a team of Joe Coyne, Mr. Ney and Mr. Rastl. Specific problem areas were discussed. Letters will go out shortly to all 80 owners with follow-up on areas in some units that need to be corrected.

5. New business:

a. Parking in garages near Service Entrance. The Board discussed the problem with parking in this area sometimes blocking residents' garage spaces. Dave Mathieu recommended forming a committee to review existing rules to make sure they are consistent and to review other possible changes to improve the situation such as additional signage and striping on the blacktop to outline the loading/unloading area.

b. New mail boxes. Mr. Rastl presented a proposal to order new mail boxes that are in accordance with the USPS current specifications. Each resident's box will be 12" wide and 3" high compared to the current 3" by 3" box. There will be 81 total boxes including one for the Office. There will also be eight parcel lockers. The Board approved ordering the boxes for

approximately \$5,233. The Board selected the color (Silver) with engraved numbers with black paint fill. There is a 12-week ship time so we are planning install in April 2015.

c. Rules for bike parking in common areas. Possible rules for use of the bike storage room were discussed briefly and will be drafted for review at the next meeting.

d. Phone system for mailroom entrance. A phone entry system like we have at the front lobby was discussed for the mail room entrance. The Board considered this would be a good addition but that it was not of sufficient value for the price of \$4,500.

e. Since we started recycling, we have not been using one of our three trash dumpsters. We recently put it by the entrance to Building 1 for the demolition in the new bike storage area. With that complete, we've concluded we can now have this third dumpster taken away saving \$102/month overall.

6. The meeting was adjourned at approximately 7:45 PM.

A handwritten signature in cursive script, reading "John M. Rastl".

John M. Rastl
Secretary