

Directors Meeting Minutes  
Promenade Towers  
January 15, 2015

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

Directors absent: None

1. The meeting was called to order in the Community Room at approximately 7:00 PM.
2. The meeting minutes from December 4, 2014 were approved as written.
3. Treasurer's Report. John Rastl presented a summary of our income and expenses for all of 2014. The Operating account balance was \$37,904 and our Reserve balance was \$790,802 as of December 31, 2014. An annual financial report will be prepared and sent to each owner after our accountant completes our 2014 taxes and review of income/expense entries.
4. Unfinished business:
  - a. Bicycle storage/restroom renovation. Len Ney described progress on renovation of the new bicycle storage room and restroom. Construction is now complete including walls and ceilings and the new flooring will be installed next week. Bicycle racks will be ordered and installed when the flooring is complete. Mr. Ney gave thanks to volunteers that have given their time to work on the project including Nick Ciciretti, his daughter Rebecca, Barry Glew and John Rastl.
  - b. Revised rules for bicycle parking in common areas were discussed and approved (see attached).
  - c. Mid-month decisions confirmed. The Board confirmed unanimous email decisions in the previous month to (1) deny a request to use the Community Room on Wednesdays for 4-months to teach a class and (2) to deny a request to waive late fees when no rationale or justification was given.
5. New business:
  - a. Due to travel schedules of Board members there will not be a regular meeting in February. A determination of whether a March meeting will be conducted will be made in mid-March depending on business that needs to be conducted and availability of Directors.
  - b. The process for the Board's review of the Newsletter was discussed. The Board's policy is that all correspondence going to all owners should be reviewed by the Board. In the case of the Newsletter's review, it will be considered approved if no comments are received the day after it is emailed to Board members.

c. Notice of video surveillance. Mr. Rastl presented decals that he proposed be placed at each entry giving notice of 24-hour video surveillance. The Board approved posting these and also posting a similar metal sign at each of our three entrances.

d. Bruce Hopkins announced that he and his wife Marion will be moving to Falmouth in May or June of this year. This will leave an opening on the Board of Directors, create a need for someone to take over as webmaster for our website, and someone to assume responsibility to manage our rooftop antenna leases.

e. Property Manager report. Karen Goodwin discussed the process for our landscape contractor to notify R&E who will in turn notify residents (by email) of the need to move cars for snow plow operations.

6. The meeting was adjourned at approximately 7:35 PM.



John M. Rastl  
Secretary

Attachment: Revised Rules for Parking Bicycles in Common Area

# Revised Rules for Parking Bicycles in Common Area

Effective January 15, 2015

**Delete current rule** (part of paragraph “8. *Common Areas and Visible Decorations*”)

“Parking bicycles in common areas is permitted only inside the entrance to Building 1, inside the glass partition but completely clear of the stairs and exit path, and/or the men’s and women’s locker rooms. Bikes must be actively used (not rusted out, flat-tire, etc.) and must be registered with the office and have a visible tag. Bike owners are always allowed to store their bike in front of their parking space, in their unit or in their storage bin.”

**Replace with revised rule** (add new subparagraph to paragraph “9. *Rules for Amenities*”)

## **9.4 Bicycle Storage Room**

Residents may park their bicycles inside the bicycle storage room located inside the entrance to Building 1 subject to the following:

- a. Bicycles must be registered with the Office, have a visible tag and must be actively used (not rusted out, flat-tires, etc.).
- b. Registration is on a first come basis with a maximum of two bicycles per unit registered/stored in this area due to limited space.
- c. No personal items other than bicycles may be stored in this area.
- d. The bicycle storage room will be locked with the combination only given to residents who register their bicycles. While a locked room inside a secure building provides reasonable security, the Association is not responsible for bicycles stored there.
- e. Bicycle owners are always allowed to store their bicycles in front of their garage parking space, in their unit or in their storage bin (see paragraph 1).