

Directors Meeting Minutes

Promenade Towers

March 17, 2016

Directors present: Gunnel Hansen, Megan Ladd, Dave Mathieu, John Rastl and Mark Rockwood

Directors absent: Leonard Ney and Jim Zafirson

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from February 18, 2016 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 \$33,055 and Reserve balance was \$778,939 as of February 29, 2016.
- 4) Unfinished Business:
 - Elevator Modernization Project – Aside from minor adjustments, the work on elevator #1 is complete. Work on elevator #2 to begin on 3/21/16. It is anticipated the time to complete the work on the second elevator will be faster due to information learned during the work on the first elevator plus completion of work common to both elevators.
 - Pool Fence Update – Mark Rockwood provided updates regarding an extra section and powder coating as well as the gate opening on the right. A motion was made and approved for the contract with Burns Fence to be signed. Cost is \$17,295. Work will begin mid-April and will take approximately a week.
 - Pool Gate Access – Mr. Rastl presented an updated proposal from Digital Sky. The system will be hardwired and enable the use of existing fobs. Additional wire for a potential future camera will be included. Cost is \$6013. A motion to accept this proposal was approved.
 - T-Mobile Changes – Mr. Rockwood announced he has received a new set of plans from T-Mobile. Work is scheduled to begin mid-April and take a week. The previously discussed Microwave Dish project has been canceled.
 - Fire Alarm System Upgrade – Mr. Rastl informed the Board the contract has been signed and plans have been submitted to the city. Pending approval of the permit, work is scheduled to begin on 3/21/16 and is estimated to last 2 weeks.
- 5) New Business:
 - Approve Annual Financial Report for 2015 – The report was approved and will be distributed to unit owners.
 - Proposal to research electric vehicle charging station – Mr. Rockwood requested permission from the Board to begin gathering information regarding the possibility of installing electric vehicle charging stations. Approval was granted.
 - The Landscaping Committee recommended pruning a shrub in the front of the building near the planter. The recommendation was approved and the landscape company will be contacted

6) Property Manager report:

- There was 1 move-in last month.
- Additional repairs were made by Glidden which appear to have stopped the leak in Building #2. Dave deBree will request Glidden check the roof one more time before ceiling repairs are made.
- The Fitness Room was repainted.
- The water booster pump will be replaced. A higher quality unit was selected as it will significantly reduce the noise level made by the machine.
- The office now has unit door locks should an owner need one. The cost is \$165.

7) Meeting was adjourned at 8:03 PM.



Megan H. Ladd
Secretary