Directors Meeting Minutes

Promenade Towers

March 17, 2022

Directors present: Jim Zafirson, Andy Glassberg, Jeff von Munkwitz-Smith, Gregg Turley

1. The meeting was called to order at 7:00 PM.
2. The meeting minutes from February 17, 2022 were approved as written.
3. Treasurer’s Report:
   * Jeff von Munkwitz-Smith presented a summary of our income and expenses through February. The Operating account balance was $23,036 and the Reserve balance was $777,890 as of February 28, 2022.
4. Unfinished Business:

* Replacement of Lobby furniture – The Board voted to authorize the expenditure of $450 for an interior designer to develop two designs for the Lobby and the Library/Community Room.
* Modification of picnic area gate and fence – Gregg proposed that we live with the current fence and gate for a year before deciding to make a change. The Board was in agreement.
* Policy on fines – Discussion deferred until the April Meeting,
* Stairwell repainting – Deferred until we know more about the plans for cell tower maintenance, which may involve carrying materials up to the roof via the center stairwell.

1. New Business:

* Parking structure roofs – The parking structure roofs will be pressure washed once the outside faucets are turned on.
* Re-visiting electric car charging – Gregg and Mark Rockwood will take another look at option, focusing on the upper parking lot.
* Remodel request – Jim Z. will meet with the owner to discuss requirements.
* Dryer vents – It has been several years since the building’s vents have been cleaned. Jim Z. asked Jeanette to check for possible vendors to do the cleaning.

1. Property Manager report:
   * Jeanette Haskell reported on the following items from the report that she recently sent to the Board:
   * Christman Pool will be replacing the ladder in the pool at cost.
   * Cleaning in the building – Jeanette met with Kevin Gee regarding additional days and work schedule. She is proposing a Monday, Tuesday, Thursday, Friday schedule (currently Monday, Friday), including some additional services.
   * Water pump – Hayes pump has provided an estimate of $4,773.60 for replacing both water pumps. This is only slightly more than their earlier estimate for reconditioning the one pump that is malfunctioning. The new pumps should be quieter than the current pumps.
   * Brian’s Electric and Plumbing will be replacing the electrical panel, which has become corroded, in the pool shed.
   * Brian’s Electric and Plumbing has determined that the water leak affecting unit 214 was caused by the dishwasher in unit 213. Jeanette is dealing with the unit owners and their insurance adjustors. The repair costs will be borne by 213.
   * Work on trees – Colonial Tree should be doing the work next week, weather permitting.
   * There was one fine of $25 for not properly breaking down a cardboard box placed in recycling.
2. Meeting was adjourned at 7:34 PM.



Jeff von Munkwitz-Smith

For Nick Ciciretti

Secretary