

## **Dartmouth Willow Terrace Regular Board Meeting**

**June 9, 2016, 7:00 p.m. Dartmouth Lobby**

Board Members Present: Rhoda Bell, Janet Parrish, Missy Bland, Bob Maddox, Anita Henkel, Bill Seiller, Douglas Riddle

Others Present: Donna Bodi, Ann Cobb, Stewart Cobb, Karen Long, Ken Bell

OPEN SESSION 7:00 p.m. Please keep your remarks to two minutes maximum

- Missy asked about the WT elevator door closing quickly and hard. She is worried someone could get hurt. Others said it has always been like this. Donna will look into it.

CALL TO ORDER. 7:01 p.m. Quorum present.

APPROVAL OF MINUTES from April 14, 2016 Board Meeting (minutes already reviewed by Board and sent to Association via email April 2016). Bill moves approval. Anita seconds. Vote taken. Unanimously carried.

FINANCE REPORTS- Rhoda Bell

- Finance Report- Rhoda Bell
  - We discussed the budget reports (all Board members had reviewed reports)
  - Donna is going to go over charges for storage (\$25 short)
  - \$1600 for next month under professional fees is for auditor report

BUILDING AND GROUNDS REPORT- Donna Bodi

- Donna gave us a list of the numerous completed projects and went through the list
- Update on the Dartmouth Roof- Bob Maddox and Bill Seiller.
  - Discussion of Gary's email.
  - Paul Davis, who is not a roofer, but is well qualified, gave us an opinion that the repairs are needed.
  - Board discussion. We will proceed with Dartmouth Roof repairs as planned in the Fall 2016.
- Brass Polishing- Dartmouth front door, WT front door, etc.
  - Donna mentioned that we could have a contract where the brass polishers come quarterly to check and repair. It ends up being about \$91 per month, which is about equal to the annual cost of recoating the doors. She will look into this for us.

- Marble floor cleaning in both lobbies (buffer was broken in February. Part for the buffer repair has been ordered). Donna will be having someone come to measure for a mat for in front of the WT elevators.

#### EMPLOYEE REPORT- Donna Bodi

- The Board would like to thank Donna for handling Mike's passing so beautifully for the Association. And thanks to Securitas employee Corey who was on duty that night. The DWT gave Corey a token of our appreciation. Mike's daughter was so appreciative for our monetary gift to the family in honor of Mike.
- Donna will send out a request to owners for contacts during emergencies to be updated.
- New Employee Sandy is doing well. Laura is too. As is Isaiah. Everyone is working well together and we have a good team. They are communicating well and working out problems. Donna is pleased.
- Donna is working on the employee reviews to prepare for employee raises (25 cent per hour) as of July 1 and employee bonuses July 1 based on length of service.

#### COMMITTEE REPORTS

- Standards Committee- Karen Long. James Pitt and Cindy Carroll are joining the Standards Committee. They will be adding pictures by the WT front door that had been selected by Betsy Wall of Bittners, WT lobby designer.  
-Personal Items in WT halls have improved greatly. Standards Committee will continue to monitor all items (including door knockers, etc). Reminder- personal items are not allowed in the halls or on doors of the Willow Terrace.

#### OLD BUSINESS

- Progress on the rules for repair responsibility - Bill Seiller. talked about EJ Wolfe's draft. Bill and EJ will be meeting to discuss
- Laundry Room- Rhoda Bell. Discussion of wording in handbook for washer/dryers versus garage. Donna will look into additional hookups. The Board discussed the wording of the handbook and that we would likely need to go back to this topic to enforce the rule.
- Office Update-Ken Bell. Re-do of WT Office. Expense would be out of Association (not the WT Standards Budget). The WT Standards committee is going to work with Betsy on this project. Donna has some ideas to share with the Standards Committee about that.
- A/C for WT lobby, guest room, office. Ken Bell. A/C for WT lobby, guest room office, which had been slated for a Spring 2016 install. They are trying to get it where it is three different zones for each of the areas (lobby, guest room, office). Trying to eliminate the window air conditioners, take water off of back entrance, make the terrace and lobby quieter, etc. They will have the bids and bring to the Board for review.

- We also encourage owners of the WT to purchase window units in the condos in the WT that are more energy efficient (and drip less water, are quieter, etc.)
- WT garage roof repair-Donna Bodi. We will be doing this repair coating in July

#### NEW BUSINESS

- Cable TV contract for WT- Donna Bodi. They have made some calls and are awaiting a response
- Defibrillators- Missy Bland. Missy asked if we had defibrillators. We do not. Donna says that if we have a defibrillator on hand then we have to have someone trained on staff to handle this 24 hours a day. It could be a liability and the Board said we do not want defibrillators.
- No smoking signs- Missy Bland. Wants to put no-smoking signs. Wondering if there are tasteful no-smoking signs. We decided that there are not. Also discussed dog waste signs that Donna will handle.
- Sewer hike discussed (Courier Journal said that there could be a 20% increase). Our water and sewer costs us \$50,000 per year. This 20% hike would cost us an additional \$10,000 per year. Discussed doing a plumbing walk-through for dripping faucets. Dripping faucets cost us the Association a tremendous amount of money. Donna will get a plumber lined up to do a walk-through of all units to look for dripping faucets that need to be repaired at the cost of the owner. Bill also suggested that we contact our Metro Council member Coan to let him know we oppose this hike.
- Zoning commission has put into effect that you cannot have Air Bnb rentals in a multi unit building.
- Bob would like to volunteer to work with Ken Bell and Chad Evans to come up with a combined painting and window project.
- Bill Seiller- there is going to be a meeting June 22<sup>nd</sup> where Jefferson Development is going to discuss with neighbors the proposed development on the triangle by Le Moo, etc. There is also a series of meetings at the library about solar panels (Bill is going), perhaps this could be a thought for the Association.
- Bill Seiller thought it would be nice if we had a flag pole to fly a flag on holidays. Bob suggested a removable pole Janet will talk to Oates Flag Company.
- WT Doorbells- we will keep fixing.

ADJOURNMENT 8:08 p.m.

Minutes Submitted by Secretary Janet Parrish on June 9, 2016

**Next Meeting August 11, 2016, Willow Terrace Lobby**