

Board Meeting Minutes

February 18, 2021

Zoom 7:00pm

Attendees: Bob Maddox, Scott Miller, Gayle Dorsey, Douglas Riddle, Penny Shaw, Carl Tannehill, Susan Gittleman, Geoff Wilkinson, Cam Jarvis.

Agenda

Open Session

Cam reported there were no submitted questions from tenants in writing. Scott brought up possible problem with can recycling outside of Willow Terrace. Also, does the staff have problems with moving cans? Cam will follow up. There was complaint about 6:00 am snow blowing. Geoff said there is no control over the snow removal especially because the service has been slammed by the weather. Carl and Penny believe the sidewalks could be done better and Geoff says he will follow up.

Call to Order

Bob M

Approved of minutes Dec, 2020

Penny Shaw

Scott voted to approve and Penny second. A yes vote was unanimous.

Financial report

Gayle Dorsey

Nothing unusual was found in the report. It shows a loss in January because insurance was paid in full. The budget will even up over 12 months. We have no one delinquent in dues not including the unit possibly going into foreclosure. The current reserve total is \$183,000. Scott Miller made a motion to transfer \$4,500 monthly to reserve fund and to make it retroactive to the beginning of 2021. This motion was approved unanimously. Scott and Gayle said the measure would not affect cash flow.

Building Report

Cam J

Cam sent out a project list cost amount and possible schedule. Bob Maddox suggested we all study the projects and comment. Carl T made suggestions of adding emergency generator to budget. Geoff said not a bad idea but not feasible. Bob M suggested evaluation of powering a freight elevator in emergencies. There will be a follow up. Carl suggested an outdoor grill for the

Willow Terrace, perhaps on pad behind garage. Carl will put together plan, we can review next meeting. Scott put forth motion for discretion spending under \$3,000 as pertains to building projects. This is printed in the project list issued by Cam. Anything above \$3,000 will need board approval excluding emergency repairs. Anything under \$3,000 at discretion of management with oversight of executive committee. The motion had second by Douglas Riddle. Vote passed unanimously. Cam brought up problem of Dartmouth garage door. There was discussion of wood or steel and the entry by fob. The matter will be put to a vote in the next meeting.

April. Cam suggested the Projects list be put on Owners Corner. The approval was unanimous.

New Business

Bob M

Wayne Jenkins has suggested an ultraviolet filter on AC in Dartmouth Lobby. Geoff says his other properties have gone to spraying over lights. No further discussion.

Old Business

Bob M

Unit 85 is in legal hands. Penny Shaw reports bids continue to come in on roof garden. Geoff will check on placement of 6B A/C units. Scott Miller has a report on windows. After there is a consensus on type of window and screen, the board will vote on a specific window to keep the building uniform. Assuming the approval of regulatory agencies, bids will be obtained to offer cost savings for those who want to replace their windows. In January, the board voted to approve \$3,392 for the rugs in Willow Terrace Lobby.

Next board meeting is April 15 at 7:00 pm

Motion to adjourn Gayle D

Second Penny S

Meeting end 8:14 pm.