

Ambassador I Regular Board Meeting -- September 18, 2018

Attending:

Nick Hart, President
Steve Wilson, Vice President
Brian Shineman, Treasurer
Bill Bielby, Secretary

Tim Trohimovich, Member at Large
Ty Booth, Member at Large
Suzanne Heidema, Accountant
Lisa Lightner, Building Manager

Meeting commenced at 7:00pm

1. **Approval of Agenda** -- Motion by Wilson, Second by Shineman, Approved 6-0
2. **Approval of August minutes** -- Motion by Booth, Second by Wilson, Approved 5-0, Bill recused himself
3. **Homeowner/Tenant issues** – None discussed
4. **Exterior Remediation Project**
 - a. **Update from Robin** – Discussion of Robin Cole’s 9/17/2018 email update.
 - b. **Robin’s hours** – None to approve
 - c. **Request for draw** – Motion to ratify email vote Shineman, second Booth, passed 6-0
 - d. **Unit 606 repairs** – Have been dealt with. Will have tenants email Robin with concerns.
5. **Old Business**
 - a. **Repair of backflow system** – Has been completed.
 - b. **Leak into exercise room** – Still monitoring, hasn’t been leaking. Will test light fixtures.
 - c. **Performance review** – Hart will send out request for feedback on Lisa Lightner’s performance.
6. **New Business**
 - a. **Reserve savings** – CD has been set up. Motion by Shineman to ratify email vote moving \$245,000 into new account, second by Trohimovich, passed 6-0.
 - b. **Elevator outage** – Discussed Lisa’s interaction with elevator repair service. Initial poor communication from repair service, then additional problems with elevator. More adjustments are scheduled, but the technician (same one who installed it in 1992) claims it is a good design and should last for many more years. Also appears they may not be doing regular maintenance, especially since oil was very gritty and apparently hadn’t been changed in a very long time. Will have Lisa bring elevator inspection log to each meeting to verify that it is up to date.
 - c. **Commercial unit** – It had been advertised as though a purchaser of the unit could set it up as an air bnb. This would violate our rules and regulations.

Wilson had addressed this via phone call and email.

- 7. Building Manager Report (Lisa)** – Still working on gym door lock. Regarding landscaping in front of building, we'll come up with plan before spring. Also discussed replacing scratched glass on front door.
- 8. Financial Report (Suzanne)** – We're ahead of budget at this point. Assessments are all being paid, including for repairs.
- 9. Committee Reports** – No reports
- 10. Choose next board meeting dates** - Tues 10/23, 7pm
 - a. November** - Tues 11/20, 7pm
 - b. December** - Tues 12/18, 7pm
- 11. Adjourn** -- Motion by Wilson, Second by Shineman, Approved 6-0

Adjourned 7:43pm

Recorded by Bill Bielby