

Ambassador I Condominium
505 E. Denny Way, Seattle, WA 98122

Minutes

September 22, 2015 7:00pm
Board of Directors Meeting

Attending:

Nick Hart – President

Steve Wilson – Vice President

Robin Cole – Member

Suzanne Heidema – Accountant

Lisa Lightner – Building Manager

Tim Trohimovich – Member

Brian Shineman - Treasurer

Ty Booth - Member

Agenda:

Agenda approved. Motion by Trohimovich, second by Wilson, unanimous approval

August Minutes approved with corrections. Motion by Trohimovich, second by Wilson, approved unanimously.

Homeowner/Tenant Issues. Lisa noted that there is a new tenant in #104.

Old Business:

The Board briefly commented on proposed changes from the attorney for updating our governing documents. A working group committee was scheduled for October 7 at 7 PM to review and comment on the proposed changes.

New Lighting Bids. One bid is still outstanding. Should have it in hand for the next meeting to evaluate bids.

The intercom has been updated to accept phone numbers with other than local area codes. Suzanne and Lisa will work on a letter to homeowners and residents. They will also be working on a letter to announce upcoming inspection of units.

Building Manager Report:

Lisa will obtain bids for a new rear entry floor surface other than carpet. (Probably tile.)

Rear door needs a kick plate to minimize wear and tear on door.

Lisa will work up a list of things to be inspected in each unit, to safeguard the building and other residents. (We have not done a recent inspection of plumbing fixtures for example.)

Lisa will post on each floor a fire evacuation plan.

Financial Report:

The association owned rental unit (#304) has a lease expiring on October 31. Suzanne advised she expects to start advertising for a new tenant in late October. The tenant has not yet provided a firm date when he will be vacating, and when it will be available for inspection, photos, and viewing by prospective new tenants.

Review and discussion of ongoing painting expense of the building. Motion by Trohimovich to charge as a *Reserve Expense*, Second by Cole. Approved 4-0, Wilson recusing himself from vote.

Discussion of legal fees incurred to amend the governing documents, since this is being driven by our need to obtain financing for an upcoming Reserve Project. Motion by Trohimovich, second by Cole to charge as a *Reserve expense*. Approved 4-0 with Wilson recusing himself from vote.

Suzanne reviewed the August financials with the Board. Accounts Receivable are current, and no significant deviations from budget.

Meeting adjourned at 8:15 PM

Minutes recorded by Steve Wilson