

AMBASSADOR | CONDOMINIUM
505 East Denny Way Seattle, WA 98122

Attending:

Tim Trohimovich, President	Amra Fikic, Agynbyte LLC
Suzanne Heidema, Consultant	Lisa Lightner, Building Manager
Emily Bourcier , Member at Large	
Imran Karim, Treasurer	David Murphy, Member at Large
Jordan Ade, Secretary	

September 26, 2023 6:30pm

Ambassador | Monthly Board Meeting

1. Call to Order: Tim called the meeting to order at 6:30 PM.
2. Homeowner and Tenant Forum: None
3. Approval of meeting minutes:
4. Emily voted in for a temporary board position until January.
5. Imran voted into the Treasurer board position.
6. Critical Business
 - a. **Motion to increase insurance deductible:** Imran talked about how the financial losses from water damage has led to large write offs. Researching different deductible levels for units and the building, it might be much more inexpensive on the homeowner's side. Further discussion will take place after Imran's research is complete. David mentioned how a wax ring and full plumbing inspection is a smart idea for each homeowner. The proactive cost is much cheaper than fixing water damage.
 - b. **Requesting legal assistance on including property/building management costs in loss assessments:** Imran asked Samantha to take care of this and we are 8k over budget with Agynbyte due to water damage costs. Going further we will include this cost in bills to homeowners. David agreed this is a good approach. Imran mentioned that we should have our charges and collections rules refreshed to make sure they cover water damage accurately.

- c. **Update on 202 loss:** Lisa reports flooring be put in for 102 still, and that 202 flooring will be started soon. Some problems with the flooring guys coming in, they don't speak english and they speak Russian. Complaints are coming in that the front door is being left open, that workers are not being thoughtful. Lisa is working with Mccloud to make sure they understand front door rules. Amra sent the latest update via email today.
- d. **Update on 203 loss:** Amra says we need to send a loss letter to the homeowner, with the hope to collect. Homeowner reported that the home will be for sale soon. Selling could lead to a quick payout for HOA. Amra will continue to talk with the attorney.
- e. **Arrangements for updating signers at banks:** Tim Trohimovich is currently a signer at homestreet, David Murphy is currently a signer at Umpqua. They will remain signers at those banks. Emily moves that Suzzanne Heidima comes off, and that Imran Karim, Michael Glasgo and David Murphy become signers at all banks. All ayes and no nays. Motion passed. Coordination between board members will take place so that hopefully signings can be complete by the end of October. First security requires new signers to physically go to the bank with the HOA meeting minutes stating they have been authorized by the board. Umpqua is electronic, so DocuSign. Homestreet's processes are unknown, Suzzanne will find out and report back.

7. Old Business:

- a. **Action Jackson:** Not much going on, Lisa recommends an appointment to cover general maintenance. Suzzanne reports that Jetting has been done in the past, from the 1st floor to the sewer line. Jetting has not been done from above 1st floor, only snaking has been done. Lisa recommends a thorough assessment of each unit during water heater replacement so that we can help to mitigate water losses.
- b. **Water Heater:** Water heater replacement is due in 2025, Lisa reports only a few are off cycle. Agynbyte has a file tracking all of the data on homeowners' water heaters. We want to try and get a bulk deal that requires coordination. Most people in the building have the same install date, with 10% left out. Lisa is going to check and make sure we don't have 6 year warranties to check, and when the 10 year anniversary comes we will have a joint swap out.
- c. **Window Screen replacement:** Lisa is still working on it. Homeowners who want new screens will be ordering directly from the company.

8. Onsite Manager's Report

- a. Covered under Old Business items
- b. Lisa will be working with the other building, improving Ambassador One and Two communication.
- c. Lisa will also work with the commercial unit owner to fix graffiti and broken windows.
- d. A tech from TK elevator was sent to inspect the elevator roof after a report of an improper disassembly and reinstall by movers, to fit a couch into the elevator.

9. New Business

- a. **2024 Budget timeline and financial outlook:** Agynbyte provided a draft budget, now it is up to the board to finalize and approve the budget. Board members need to review and approve by next meeting, so that we can have a budget ratification meeting by November. Imran requests the whole meeting to be moved one week later October 30th to allow more review times. Meeting moved to October 30th. Ratification meeting will be November 28th, a board meeting night.
- b. **CD renewal:** Imran reports many CDs will mature soon in November. They will need to be rolled over, Imran hopes to roll them over at 5% at the right bank, still searching. We will finalize this by email.
- c. **Internet:** Comcast conduit install is too expensive for now. We will switch to AT&T for office and doorking entry, consider fiber and use Comcast as a backup if AT&T or fiber does not work out. Biggest challenge with fiber wiring is the building itself. Our building's wiring may need to be upgraded, we will get a consultation and inspection to see if it's feasible. Fiber would be a foundational upgrade. Jordan and Lisa will set up new AT&T service. Jordan, Lisa and Imran will meet with Google fiber rep for wiring consultation.
- d. **Furniture in hallway:** Furniture has been noticed in the hallway and goes against common area rules and guidelines. It is a fire safety and general safety issue. Lisa will follow up with the owner for removal.

10. Next Meeting Dates: October 30th, 2023

It was moved and seconded to adjourn at 8pm.

Written by Jordan Ade