

**AMBASSADOR | CONDOMINIUM**  
**505 East Denny Way Seattle, WA 98122**

**Attending:**

Tim Trohimovich, President  
Gaby de Jongh, Secretary  
Lisa Lightner, Building Manager  
Ty Booth, Member-at-Large  
Emily Bourcier, homeowner

David Murphy, Vice President  
Imran Karim, Member-at-Large  
Amra Fikic, Agyabyte  
Dann Moomaw, Member-at-Large  
Makie Suzuki, homeowner

**September 28, 2021**  
**6:30pm**

**Ambassador | Regular Board Meeting**

1. Call to Order. Imran moved to add refinancing of commercial loan to agenda, Tim seconded. Approved 6-0. Ty moved to approve the agenda with amendments, Dan seconded. Approved 6-0.
2. Homeowner and Tenant Forum
  - a. Makie and Emily brought up their concerns about how mediation with Imran has stalled and are wondering how to come to a resolution and move forward. Imran suggested having an in-person discussion with Makie to resolve outstanding issues, Makie has agreed to this.
3. Meeting Minutes
  - a. Approval of August 24, 2021, minutes. David moved to approve the minutes, Dan seconded. Approved 6-0.
4. Financial Report
  - a. August 31, 2021, Financial Review – total Operating Cash \$10,169.61 and total Reserve Cash \$493,925.89.
5. Old Business
  - a. Gym update – Equipment is expected in October. David moved to approve flooring bid, Ty seconded. Approved 6-0. Tim suggested Lisa contact the flooring contractor to ask if they have a signed bid and what their start time is for the project. If they don't have a signed bid, Lisa will email board to get a signed bid. Lisa asks how to get rid of old gym equipment? Tim suggested consulting with contractor to dismantle and dispose of old equipment.
  - b. Fisher Plumbing Valve Installation – Scheduled for October 7<sup>th</sup>, water will be shut down and someone will need to be on Fire Watch. Amra will send email notices to homeowners. Lisa is available to be on Fire Watch. Tim asked if this date has been coordinated with the Dentist? Lisa will ask the Dentist if they have patients, if so, she will get some alternative dates that will work with their schedule. Lisa will communicate this with Amra and will reschedule the work if necessary.

- c. Mediation Discussion – If all parties are not included in mediation, should it be paid for by the board? The board will continue to pay for mediation.
- 6. New Business
  - a. A 301 Unit Modification Application – Applicants are only painting and replacing carpet.
  - b. Mailbox Replacement – bid from BKS Security for \$13,344.66. Scope of work includes replacing the current post boxes with lockers for packages and a new mailbox unit plus lockers where the club chairs currently are located. Lisa and Amra will connect to get a second proposal.
  - c. Draft Collection Policy – will defer to next month.
  - d. 2022 Draft Budget – 19.66% increase for 2022 budget. Tim noticed errors with totals for Reserve repayments and requests Suzanne to review the budget before approval. Agynbyte would like budget approved by the board by the next board meeting, no later than end of October. Tim requests an itemized list of the loan from the Reserves, Amra will provide this to the board. Budget ratification meeting does not require attendance but needs to happen no later than 14 days after the board adopts the budget. Amara will send out dates to the board via email.
- 7. Building Manager Report
  - a. Fire Safety Pros – during their last visit they identified wiring issues with the fire alarms in multiple units that affects the fire panel. Tim will hold a meeting with the rules committee in October to update the rules regarding the tampering of fire alarms in their unit. Lisa will draft an email educating tenants about the consequences of tampering with the fire alarm in their unit and run it by the board.
  - b. Landscaping – Lisa recommends fencing to help establish landscaping, can get a bid from the landscaping contractor. Lisa will pause on replacing dead landscaping, landscaping services will resume in January. Talked with Ambassador II about irrigation, that will continue in the spring.
- 8. Committee Reports – none.
- 9. Next Meeting Dates: October 26, 2021, November 23, 2021 at 6:30pm.
- 10. Adjourn. Ty moved to adjourn, Imran seconded. Approved 6-0. Adjourned 8:51pm.