

AMBASSADOR I CONDOMINIUM
505 East Denny Way Seattle, WA 98122

Attending:

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

Suzanne Heidema, Treasurer
Makie Suzuki, homeowner
Amy Young, Agynbyte
Dann Moomaw, Member-at-Large
Linda Mortensen, homeowner

June 22, 2021
6:30pm

Ambassador I Regular Board Meeting

1. Call to Order. Suzanne moved to approve the agenda with additions, Ty seconded. Approved 5-0.
2. Homeowner and Tenant Forum. Tim received an email from an owner about paying for parking fees through ACH. Parking fees are handled by Ambassador II. Tim will forward email to Amy and Suzanne; Suzanne will follow up with owner.
3. Meeting Minutes
 - a. May 25, 2021 Board Meeting Minutes. Ty moved to approve the meeting minutes, Dan seconded. Approved 5-0. No amendments or discussion of the meeting minutes.
4. Consent Ratification
 - a. Office furniture removal and dumping fees, \$32. Ty moved to ratify the expenditure, Gaby seconded. Approved 5-0.
5. Old Business
 - a. Carpet cleaning bids. Received two bids, DA Burns and Stanley Steamer. Ty moved to approve the bid from DA Burns for \$700 for carpet cleaning, Tim seconded. Approved 5-0. Tim made a note to let DA Burns know about an issue regarding cleaning closer to the baseboards.
 - b. Backflow valve replacement. Three bids collected, McKinstry \$9,676, Roto Rooter \$29,320, and Fischer \$7,370. Ty moved to approve the bid from Fischer for \$7,370 for backflow valve replacement, Tim seconded. Approved 5-0. A Fire Watch will need to take place during this replacement. The Dentist will also need to be notified. Suzanne moved to mark this as a reserve expense rather than a general expense and have the fees paid from the reserve account, Dan seconded. Approved 5-0.
 - c. Gym update. Bids collected from three vendors: Precor \$23,748, Commercial Fitness \$26,439, Spokane Exercise Equipment \$27,242. No bidder was able to provide cardio equipment because of the ceiling height in the gym room. All bids can be done in full or iteratively. Amy will email all three bids to the board members for review with a deadline to get back to her about their preference by Tuesday 6/29/21. Suzanne pulled up the reserve study and ~\$11,000 is earmarked for equipment, and ~\$7,000 for flooring.

- d. Mediation with various units. Mediator has not been able to contact Makie or Imran, Amy will facilitate email communication between all parties. There is an increased cost to \$750 (with three sessions at \$250 each). Suzanne moved to approve \$750 for mediation for three sessions, Ty seconded. Approved 5-0.
 - e. Leak in shared laundry room. Not related to 207/307 leak, just a regular supply line leak that was repaired. McLeod needs approval to move forward with repair of drywall at \$75 per hour and 25% mark up on materials. Ty moved to approve proposal from McLeod, Gaby seconded. Approved 5-0.
 - f. 207/307 leak reconciliation and sub floor. Amy requested receipts and documentation for items paid out of pocket for review and approval for reimbursement by the board. Amy will compile and send to the board for approval over email. Amy will follow up and move this process along.
6. New Business
 - a. COVID guidelines. We will wait to see what the Governor has to say before making any changes. Can communicate this over email.
 - b. Fence. Still needs to be replaced.
 - c. Landscaping. Dog urine seems to be killing some plants. Lisa recommends maintenance for the landscaping to get it established. Suzanne recommends getting bids. The board authorizes Lisa to contact Larry about landscaping needs and will email the board with findings.
 7. Building Manager Report. Getting the office organized with new lateral file, may see more hours reported while getting the office up to speed. Graffiti outside is difficult to remove from the painted wall, may need to give that task up to Graffiti Busters. Lobby and basement need a new coat of paint, as does the elevator door. Gym should be painted during remodel as well. Tim brought up getting bids for each project. Amy and Lisa will connect to get some bids.
 8. Financial Report. Suzanne noticed issues that still have not been resolved from previous months. Amy and Suzanne will connect to hammer those out. Dan brought up delinquent accounts, Suzanne with follow up with Amy about working with the owner on setting up ACH.
 9. Committee Reports. None.
 10. Next Board meeting dates: 7/27/2021, 8/24/2021, 9/21/2021 at 6:30pm.
 11. Adjourn. Suzanne moved to adjourn, Tim seconded. Approved 5-0. Adjourned 7:57PM.