

# **AMBASSADOR I CONDOMINIUM**

## **505 EAST DENNY WAY SEATTLE, WA 98122**

**Attending:**

Suzanne Heidema, Treasurer  
Dona Cutsogeorge, Secretary\*  
Ty Booth, Member at Large\*  
Gaby deJongh, Member at Large\*  
Elizabeth Bullard, Building Worker  
Tusaret Elvi, Homeowner

Steve Wilson, Vice President\*  
Dann Moomaw, Member at Large\*  
Lisa Lightner, Building Manager  
Earl French, Fire Safety Pro  
Tim Trohimovich, Member at Large\*  
Derrick Williams, Homeowner

\*Voting member

Tim called the meeting to order at 7:11 p.m.

### **Ambassador I Regular Board Meeting November 12, 2019 7:00pm**

1. Approval of Agenda. Dann moved to approve the agenda, Ty seconded. Approved 6-0.
2. Earl French from Fire Safety Pros regarding fire panel and antenna: Earl looked at our panel, and found a good signal everywhere. Outside the maintenance room, he suggests putting the panel near the picture. He will need access to the commercial space in order to do this. There would still need to be a junction box on the 1<sup>st</sup> floor, but it would be smaller than what we've currently got and a picture could be placed over it to hide it. He brought bids for us to review, and we will make a decision in the near future. Ty moved to have Fire Safety Pros do all of the work as quoted, Tim seconded. Approved 6-0. Suzanne will contact Earl and tell him it's a go.
3. Introduce Elizabeth Bullard, our new employee. She will be washing the unit doors, doing touch-up painting, and doing restoration on our battered stairwell bannisters.
4. Approval of October minutes. Ty moved to approve the revised minutes, Dann seconded. Approved 6-0.
5. Homeowner/Tenant issues
  - a. Lockbox stolen from in front of building - consider changing rules as to keys that are allowed in lockboxes. It might be that a real estate agent mistakenly removed it. It was suggested that lockboxes should only contain the building entry fob and a key to the unit; all other building keys should be kept inside the unit. Gaby moved that we should add this lockbox policy to our HOA rules & provisions, Ty seconded. Approved 6-0.

## 6. Old Business

- a) Summit Ave garage gate repaired
- b) Manufacturer rep to meet Lisa re broken tabs on screens before ordering additional screens -appointment to be rescheduled.
- c) Landscaping update - No permit needed, a few items might need to be moved around differently than listed in the print diagram of proposed work. Because the work won't start until the spring, we'd like to have Makie attend an HOA meeting this winter to discuss this in greater detail.
- d) Cleaning unit doors to determine if painting necessary in 2020
- e) Board open positions in 2020 emailed to homeowners with statement of interest. Suzanne emailed homeowners.
- f) New chairs for lobby (Dona) - Steve motioned to purchase the chairs as approved, Ty seconded. Approved 6-0.
- g) Gym consultant connected with Dona to schedule.
- h) New computer purchased for office.

## 7. New Business: N/A

8. Building Manager Report (Lisa) – Building running smoothly, no issues to report.

## 9. Financial Report (Suzanne)

- a) Suzanne summarized the current financials. Dann moved to accept the financial report, Gaby seconded. Approved 6-0.
- b) 2020 draft budget - need to decide on reserve contributions. Gaby moves that we go with a 4.34% HOA dues increase, Ty seconded. Approved 6-0.

## 10. Committee Reports

11. Next board meeting date: December 10, 7:00pm

12. Adjourn. Ty moved to adjourn, Gaby seconded. Approved 6-0. Adjourned at 8:14pm.