

**AMBASSADOR I CONDOMINIUM**  
505 EAST DENNY WAY SEATTLE, WA 98122  
July 21, 2020 7:00pm

**Ambassador I Regular HOA Board Meeting July 21, 2020 7:00 pm**

**Attending:**

Suzanne Heidema, Accountant  
Dona Cutsogeorge, Secretary\*  
Ty Booth, Vice President\*  
Gaby deJongh, Treasurer\*

Tim Trohimovich, President\*  
Dann Moomaw, Member at Large\*  
Lisa Lightner, Building Manager

*Tim called the meeting to order at 7:37 p.m.*

**1. Approval of Agenda**

Gaby moved to approve, Dona seconded. Passed 5-0.

**2. Approval of June 2020 minutes**

Dann moved to approve the June 2020 minutes as edited, Gaby seconded. Passed 5-0.

**3. Homeowner/Tenant issues**

- a. Email from an owner noticed that stairs from courtyard going into parking garage are a bit wobbly. Suzanne asked Property Concepts and Ambassador II's board to look into it.

**4. Old Business**

- a. Manufacturer rep to meet Lisa about broken tabs on screens before ordering additional screens: appointment to be rescheduled when we can enter units
- b. Landscaping update – No update, as we're still planning on fall for plantings.
- c. Gym update postponed due to Covid 19.
- d. **Items d and e are tabled** due to staffing shortages at Fire Safety Pros - Troubleshooting fire alarm issues in 01, 02 and 04 units – To be scheduled when access to units is allowed. Suzanne talked with Earl, who has to come back to look at the panel before work can start.
- e. Fire Safety Pros move of Fire Alarm Panel postponed due to Covid 19.

**5. New Business**

- a. Cleaning service – Lisa says she can do more cleaning now. We think it prudent to not lose our relationship with the service we've temporarily brought on to help while Lisa has been injured (Capitol Cleaning.) Suzanne will check with Capitol Cleaning to find out more about our relationship and if we can alter the frequency of their visits.
- b. Covid 19 issues – masks in common area, what to do if resident tests positive, etc. WA state mandates that people wear masks indoors in common areas. What will we do if a resident tests positive for coronavirus? We'll review guidelines recommended by the Community Associations Institute and discuss in August's meeting.
- c. Jay Heath: Suzanne will email folks on the Ambassador II board to find out how we might support Jay at this time.
- d. Discuss proposals for property management.

- e. Front entry door: it's operating at the moment, but we need a permanent fix. Suzanne emailed images of potential replacement door sets. Gary Gilligan will do the work. Gaby moved to replace the front door latch not to exceed \$2000, Ty seconded. Approved 5-0.
- f. Two homeowners have contacted the HOA with mutual noise complaints. Both were invited to the July board meeting, but neither attended. Pending further communications from either, this issue is tabled.

## **6. Building Manager Report (Lisa)**

Watson Security was here on July 21<sup>st</sup> to begin installing a new security system. Today they did the wiring and installed a monitor, though will need to return with cameras to complete the job. The irrigation system isn't currently functioning, but Pacific Landscaping can't come out until August to fix it. Otherwise things are status quo around the building.

## **7. Financial Report (Suzanne)**

- a. Suzanne gave a current financials report.
- b. CD maturing July 22, 2020. Group discussion on reinvestment of funds. Ty moved to move \$150,000 in the CD and utilize it to pay down the window remediation loan, with the other \$50,000 from the CD to go into a 12-month CD at .55%, Gaby seconded. Approved 5-0. Gaby moved to approve the financial report, Tim seconded. Approved 5-0.

## **8. Committee Reports (N/A)**

## **9. Next board meeting date**

Tues 08/18/20

## **10. Adjourn**

Gaby moved to adjourn at 8:42, Ty seconded. Approved 5-0.