

**Ambassador I Condominium  
505 East Denny Way  
Seattle, WA 98122**

**Regular Board Meeting  
Minutes  
November 10, 2015 7:00 PM**

**Board Members Present:** Tyler Booth, Steve Wilson, Robin Cole, Nick Hart, David Morse, Tim Trohimovich (via phone) and Brian Shineman (via phone)

**Homeowners/Tenants Present:** Suzanne Heidema

**Building Manager:** Lisa Lightner

**Approval of Agenda:** Approved

**Approval of October Minutes:** Approved

**Homeowner/Tenant Issues:**

**Old Business:**

- a. amending declarations - discussion/approval (Steve). Tabled until 8 PM. Contacted Brian Shineman and Tim Trohimovich via telephone. Discussion of the Board of Directors' resolution to send out the proposed Fifth amendment to the homeowners. Tim moves to approve. Steve seconds. Unanimous vote by the board of directors approved the resolution regarding the Fifth Amendment to condominium declaration, bylaws amendment and restatement and authorization of written consent/vote by mail process.
- b. East stairwell chainlink bids (Steve) - No activity to report. Checking standpipe alteration bids before project can proceed.
- c. lighting bids (Steve) - Jason Steiner from Resound Energy Services gave update on LED lighting options for the building. Steve and Jason made a walk-through on the second floor to check situation. Discussion of lighting fixtures with samples presented. Discussion of giving homeowners opportunity to upgrade lighting in home units. Jason will price out some of our lighting options - the board will provide a list. Discussion of having homeowners vote on preferred fixtures. Robin would like to make a motion to have Resound Energy Services do the work after checking references. Board voted to have Resound Energy Services do the work after reference check.
- d. rear entryway flooring update (Lisa) - Some options are expensive but seem durable. Samples will be delivered and board can discuss at future meeting. Compare carpet tiles to rubber flooring.

- e. unit inspection update (Suzanne) - Lisa will be in contact with Gary Gilligan about inspections for water heaters, plastic fittings, checking for paint on sprinkler heads and if the building's master key works on the locks.

**New Business:**

- a. budget update (Suzanne) - confirm board of directors' email vote. Received slightly increased bid for cleaning and needed to update the budget. Updated budget approved.
- b. unit 108 water intrusion repair (Steve) - Estimate received from Gary Gilligan. Quite a bit of water entering unit.... Inspection of walls? Constant maintenance of the seam between building and concrete. Pioneer Masonry to be contacted concerning possible options. Tyler Booth makes motion to approve repairs. Nick Hart seconded. Motion approved.
- c. elevator floor (Steve/Lisa) - There is a prior bid for replacing the elevator floor. Lisa to contact another company to bid on project.
- d. unit 304 carpet (Steve) - \$657. Motion made to ratify the expense for the Association's rental unit. A new exhaust fan in the unit's bathroom was purchased to replace the failing one. Board voted to approve necessary expenditures concerning the rental unit up to \$1500.

**Building Manager Report (Lisa):** There are no emergency procedure exit signs. Some missing signage per floor. The fire plan per floor must be posted per fire department's website. Check requirements for signage.

New (refurbished) office computer seems to be working well.

**Financial Report (Suzanne):** There are no outstanding receivables. The association has \$402K in reserves. Some dues have been prepaid. The Association's rental unit is vacant but a new tenant will occupy beginning in December. There have been quite a few changes in occupancy. There has been some income from transfer in ownership fees. All of the washers and dryers are working. Items are in line with the budget. Board voted to move funds from reserves to pay attorney fees for the amendments.

**Adjourn:** Adjourned

**Next meeting:** December 15, 2015 at 7:00 PM