

AMBASSADOR I CONDOMINIUM
505 EAST DENNY WAY SEATTLE, WA 98122

Ambassador I Regular Board Meeting Minutes July 26, 2017

Convened at 7:01pm

Attending:

Nick Hart, President	Robin Cole, Member at Large
Steve Wilson, Vice President	Lisa Lightner, Building Manager
Bill Bielby, Secretary	Dave Williams, Homeowner
Suzanne Heidema, Accountant	Kirk Taylor, Resident
Tim Trohimovich, Member at Large	

1. Approval of Agenda – Motion by Steve, second by Robin, passed 5-0.
2. Approval of June minutes -- Approved with grammatical changes, motion by Steve, second by Tim, passed 5-0.
3. Homeowner/Tenant issues – Erik will be doing paint touch-up. Most dryer vents have been cleaned. Bolt lock on storage room door is sticky (item 4.e. below).
4. Old Business
 - a. Window replacement update (Steve) Mock-ups of window replacements in commercial unit are scheduled next week.
 - b. Loan update (Suzanne) -- Bank's attorney will send documents to David Silver to review. Loan is tentatively scheduled to be closed week of August 28th. Need to get our mailings out July 31st and have special meeting with homeowners on August 22nd. If ratified at that time, can move forward with loan. As soon as loan is closed, construction begins.
 - c. Rules committee - short term rentals (Tim) -- Tabled
 - d. Package bins (Suzanne) – Feedback from homeowners is that they aren't enthusiastic about spending money to change it, since current system is working. Lisa will make sure delivery people have code to exercise room door. Residents' current key will still open that door.
 - e. Numeric key pad for exercise room and service of all locks in south stairwell (Suzanne) – Not complete yet. Still working with Budget Key on it. Will take care of storage room bolt lock at that time.
 - f. Unit 404 shutoff valves (Suzanne) – Not complete yet, Gary can't get in there.
5. New Business
 - a. Mutual of Omaha vote confirmation (Nick) – Ratified email vote to allow David Silver to talk to Mutual of Omaha about terms from 1st Security Bank. Robin moved, second by Steve, passed 5-0
 - b. Special assessment package discussion (Suzanne) – Suzanne had found minor issues such as commas. Also page 1 of Exhibit B – “Paint ready”, which David Silver changed. Discussed re-amortization if homeowner wishes to pay part of the loan early. No charge if it's paid off in full,

nominal fee to re-amortize the homeowner's loan. Also, wording should be changed to specify "Fiscal agent" or "Accountant" instead of "manager". Discussed why we don't just send proxies to all owners. Minor change from "fantastic rate" to "reasonable rate". Tim motioned to approve with those changes, second by Bill, motion passed 5-0.

c. 1st Security Bank Operating Account (Suzanne) – Tim motioned to set up operating account at 1st Security Bank with the same signers as the other accounts at 1st Security Bank, second by Steve, motion passed 5-0.

d. Approval of invoice for accounting related to window replacement project (Suzanne) – Transfer \$2,156.25 from reserves to operating budget. Robin moved to approve, second by Bill, Steve recused himself from vote. Motion passed 4-0.

e. Window Style – No lattice is preferred by those present. Suzanne will double-check that we're getting screens on casement windows, and whether pricing will change substantially if the casement windows are crank-style and have screens. Also, whether trim on inside will be white (different color from outside), and if that will add to price of window. Best way may be to keep special assessment as it is, just offer homeowner option of different windows (two-tone, crank-style casement with screen) for an additional up-front fee (leaving assessment as it is). Steve motioned to have windows with no lattice, second by Robin. Motion passed 4-1, with Tim voting against.

f. Elevator issues – Ty and Brian had sent email regarding elevator making unusual jerking motions. Lisa will contact company that fixed elevator to check it out again.

6. Financial Report (Suzanne) -- Slightly underbudget due in part to not cleaning windows, etc. Slightly over in utilities. Slightly over on repairs due to paying for front door astragal out of repairs budget rather than reserves.

7. Set next meeting date as Aug 15th, 7pm (HOA special meeting will be Aug 22nd at 7pm).

8. Adjourn – Motion by Steve, second by Bill, passed 5-0.