

# A M B A S S A D O R I C O N D O M I N I U M

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## Board Minutes August 23, 2016

### Attending:

Brian Shineman – Treasurer

Bill Bielby – Member at Large

Tim Trohimovich – Member at Large

Suzanne Heidema – Accountant

Robin Cole – Member at Large

Ty Booth – Member at Large

Lisa Lightner – Building Manager

Agenda approved. Motion by Trohimovich, second by Cole, approved 5-0.

July Minutes approved. Motion by Trohimovich, second by Booth, approved 5-0.

### Homeowner issues:

- Noise complaints received about singing on the sidewalk on Sundays. Tim Trohimovich chatted with the singers and asked them to reduce the volume. There were no new complaints.
- One homeowner had a negative response to Steve Wilson's email regarding the status of the upcoming window replacement project. The homeowner was responded to and no further action was taken.

Carpet samples from Haight Carpet were reviewed by the Board. Motion by Cole, second by Booth, to install - Multiplicity (00710) in back stairs and storage hallway and Succession II Wood Smoke (00702) in back landing, approved 4-1. Motion by Cole, second by Trohimovich, to install Succession II - After Dark (00500) in outside front entry insert, approved 5-0. The flooring in the elevator was tabled until a later date.

Review of New Reserve Study. The Board decided to have the reserve committee review the Reserve Study and bring recommendations for 2017 projects to the Board before the annual meeting in January.

The Architect is in the process of investigating the building and developing a scope of work for window replacement project. He plans to have the scope of work done by the end of October.

Lighting project is scheduled to start on August 29<sup>th</sup> and will take about a week. Notice was sent to homeowners. Lisa suggested getting extra fixtures to expedite replacement if necessary. She will contact Resound Energy to get availability and pricing.

### Building Manager report:

- Unit Inspections are completed and necessary repairs are in process or scheduled.
- Building water has been submitted for testing and we are awaiting results. This is precautionary and in response to the arsenic concerns sweeping the nation.
- Our elevator maintenance contract will be expiring in the near future. The current service provider has been notified that we will not be automatically renewing and are in the process of soliciting bids.

- The alarm on the east stairwell door was malfunctioning and was repaired.
- There was a mugging in the alley on the east side of the building that was reported in the Capitol Hill's newspaper.

Financial Report:

- Accountant Suzanne Heidema reviewed the monthly statements and transactions with the Board. No significant problems were noted with Accounts Receivable, and operations are tracking closely with the previously adopted budget.
- Monthly financial statements approved. Motion by Trohimovich, second by Booth, approved 5-0.

Next Meeting: September 20<sup>th</sup> at 7 PM in the Ambassador office.

Adjourned at 8:29 PM