

Ambassador I Condominium
505 East Denny Way Seattle, WA 98122
December 15, 2015 7:00 PM
Minutes
Ambassador I Regular Board Meeting

Board Members Present: Nick Hart, Steve Wilson, David Morse, Tim Trohimovich, Robin Cole, Brian Shineman, Ty Booth

Homeowners/Tenants Present: Carol Bielby (#408), Suzanne Heidema

Approval of Agenda: Approved with addition.

Approval of November Minutes: Approved with corrections.

Homeowner/Tenant Issues: No issues brought to the board's attention.

Old Business:

- a. East stairwell chainlink bids: Tabled for next meeting.
- b. lighting bids, checking references (Steve): Lisa checked references. The company had no negative marks on the record. The board sent a list of sconces for pricing. Samples will be needed to present at the annual meeting for homeowners to vote on.
- c. rear entryway and elevator flooring: Lisa met with a representative and brought a flooring sample (linoleum type) and a sample of a durable carpet square. Discussion about replacing the elevator flooring at same time as the entryway carpet. Also replace section to the storage area? Robin would prefer rubberized tiles for the rear entryway. Board would like to inspect more samples. Lisa will get prices for the sections. Suzanne will call a business contact to find out where we could see rubber flooring. Discussion of the economics of having a repairable flooring surface. How long have we had current carpet? When do we plan to replace current carpet? Discussion of color for hallway to storage area. Discussion of expenses will be done at the annual meeting next month.
- d. unit inspections update: Lisa & Suzanne felt that it should be done after the first of the year. Lisa will do the inspections with assistance from Gary Gilligan. Inspections in January and water heater replacement to begin in February.
- e. update on reserve study: Brandon, our architect, is going to send a proposal for an updated reserve study with no on-site visit. Nothing in the reserve study concerning our rental unit - have that brought to Brandon's attention? Discussion about projects for the upcoming year.

New Business:

- a. garage safety (Brian): Discussion via email earlier concerning the lighting in the garage. There were some dark areas - and dark areas still remain. Homeowner reported that garage lighting is very dark. Homeowners feel that lights should never go completely off. Steve discussed walking through the garage with Ambassador II representative (Jay Heath). Stairwell lights are also fairly dim. Discussion of gate closing speed - a faster closing would be helpful. We can discuss issue with the Ambassador II board.
- b. annual meeting planning (Nick): Nick would like a list of agenda items. Steve and Suzanne can send last year's agenda via email. Discussion about sconces. Discussion of budget, planned projects. Attorney to answer the advantages to the amendment at the meeting. Elections for three board members. Questions and Answers. Report from Lisa and have her present at annual meeting to introduce herself. List of accomplishments for 2015. Homeowner issues. (Q&A).

Building Manager Report (Lisa): Lisa has been checking window wells in front of building for standing water. There has been a lot of rain lately. Waterproof the concrete? Summer project? Eric to do project in the summer. Discussion of having an annual checklist of projects. There is a seasonal list. Robin may have a typed version on her own computer. #108 wall has been opened up to inspect water damage. Seam between building and alley gathers water. Lisa brought up having new owners/tenants go on a walk-through of the building with the building manager. Show shut off valves!

Financial Report (Suzanne): 7500 in checking 404K in reserve. All homeowners current on monthly dues. Some prepaid. Mortgage on association's rental unit is now about \$60,000. Equity in building is about \$540,000 Income in line with revenue, reserve funding per plan. Lots of move-ins with fees. There is a new tenant in Unit 304. Washer & dryer revenue in line with budget. Admin costs in budget. Payroll costs are in line. Insurance cost is under budget. Maintenance OK for now. There will be costs for repairs to Unit 108. For the year we should be at or under budget. Utilities are under budget. Water usage is down. Repairs required for the rental unit. The insurance has been paid back from operating fund. Approved financial report.

Adjourn: Approved

Annual meeting will be 19 January 2016 7:00 PM with board meeting afterwards