

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

**Ambassador I Regular Board Meeting**  
**Minutes**  
**February 10, 2016 7:00 PM**

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

**Homeowners Present:** Suzanne Heidema, Bill Bielby

**Building Manager:** Lisa Lightner

**Approval of Agenda:** Approved

**Approval of January Minutes:** Approved as amended to record that Robin Cole was to review the architect's bid.

**Homeowner/Tenant Issues:**

- a. Garbage & Recycling - Board received an email from Jay Heath (Ambassador II) concerning items in the wrong bins. There is a possible new system with additional recycling pick ups. Discussion of letter to tenants for compliance, another pick up, camera to catch offenders, better signage? Fines could be taken out of dues.
- b. Issue with Unit

**Old Business:**

- a. East stairwell valve bids (Steve) - One bid for \$3500. Steve will get another.
- b. Rear entry and storage hallway flooring (Lisa) - Still awaiting bids.
- c. Unit inspections update (Lisa) - Information given on the inspections made so far. 14 units still have plastic fittings which need to be replaced to prevent water leakage.
- d. Water heater installation update (Lisa) - 40 units are participating. Discussion of pans underneath the heaters. Strap requirements for heaters?
- e. Reserve study update (Suzanne) - Discussion of cost. Price of mandatory reserve study negotiated down to \$1500 but ensure it is a flat fee. Reserve study expenditure approved for a flat \$1500.
- f. Lighting project update - Bill was sent to contractor to evaluate. Discussion of the various models of sconces. Steve Wilson to call Mackie Suzuki (Design committee) about the sconces. Board would like to see more models. Discussion of having various options installed so everyone can see them.
- g. Window repairs of units 202 and 102 - Gary Gilligan is working on the project. Special caulk has been applied which requires curing time. Things seem to be working. Not ready to replace windows at this time.
- h. Talking points for amendments vote (Tim) - Not yet done.

- i. Review and comparison of architect's bid (Robin) - Robin has seen three bids. She has previously worked with two of the companies. A contractor, the unknown one, has apparently not seen the building due to the description in the bid. It was in the middle range. One company had a cheaper bid but a very short 16 week schedule. Time frame seemed very optimistic. Robin has worked with Brandon, who knows our building well. Robin will press him to complete work in a timely manner if hired. Robin will also review the contract for our protection.

Tim Trohimovich moved to approve Brandon for the project. Discussion of penalties for delays. Discussion of waiting for amendment to pass (or not). We will need bids and work on contract. Discussion of insulation costs included in scope of work. Look at the feasibility. Motion made and passed.

**New Business:**

- a. garbage/recycling - see above.

**Building Manager Report (Lisa):**

Addition: New screens will be purchased for the dryers.

**Financial Report (Suzanne):**

Revenue in line with budget. Reserves have been funded \$3700 from funds brought forward from previous budget. Repairs to units #102, 202 & 108 have been paid out of money brought forward from last year. All homeowners/tenants current on dues. Reclassify category from where legal funds are drawn. Discussion of having building manager make deposits for the building.

**Appointment of Bill Bielby to fill vacant board position:** Motion made and approved after asking Bill if he would be willing to serve on the board as an interim member.

**Adjourn:**