

AMBASSADOR I CONDOMINIUM
505 East Denny Way Seattle, WA 98122

Attending:

Tim Trohimovich, President
Suzanne Heidema, Treasurer
Linda Mortensen, homeowner
Ty Booth, Member-at-Large
Imran Karim, Member-at-Large

David Murphy, Vice President
Gaby de Jongh, Secretary
Amy Young, Agynbyte
Tusi Elvi, homeowner
Lisa Lightner, Building Manager

July 27, 2021
6:30pm

Ambassador I Regular Board Meeting

1. Call to Order, Approval of Agenda. David moved to approve the agenda, Tim seconded. Approved 6-0.
2. Homeowner/Tenant forum.
 - a. Tusi asked about the window screens, they don't seem to fit for her unit. Suzanne recommended trying the window screens in different windows. Lisa can assist with this as well. Tusi also asked about the status of the outdoor furniture.
3. Approval of June 22, 2021, minutes. Small change to item 5a, change language to "Tim seconded. Approved 5-0." No other changes. Ty moved to approve the minutes as amended, David seconded. Approved 6-0.
4. Old Business
 - a. Gym update. The Board has reviewed three bids, Precor was the only vendor that was able to provide assistance with flooring. David moved to approve the Precor bid as is and to get a proposal for flooring and mirrors, Suzanne seconded. Approved 6-0.
 - b. Mediation with various units. Mediation fee has been paid and scheduling will take place as soon as all parties agree to a date. Emily and Makie have not yet been contacted by Latasha. Imran has replied to Latasha's email but she has not responded. Amy has followed up and will continue to do so to continue the process.
 - c. 207/307 leak – owner reimbursement and opening an insurance claim. Amy recommends we turn this issue over to insurance. With reimbursement claims from the homeowner the Board owes approximately \$22k; the deductible is \$10k. Homeowner has included all documentation and Amy has this on file. If the Board does not want to file a claim the Board can review the submitted paperwork for reimbursement. Tim and Suzanne suggested consultation with insurance agent as filing a claim will affect the rate. David asked if consulting will slow the reimbursement process down. Tim asked if the Board can reimburse the homeowner then file a claim, Amy confirmed this is possible. David moved to reimburse homeowner Linda Mortensen for expenses incurred for water leak, Ty seconded. Approved 6-0. Board authorizes Suzanne to reach out to insurance agent regarding options for filing a claim. David moved to use money from

Reserve account to reimburse homeowner, Ty seconded. Approved 6-0. Invoices reimbursement request total \$11,177.27.

5. New Business
 - a. 201 AC unit request. Not enough Board members approved this request over email, Amy wanted to bring it up for discussion. Suzanne mentioned that window units are unsafe and unsightly, portable units are getting better. Tim mentioned offering the tenants information on portable units as an alternative. Suzanne will talk with the insurance agent about liability for window units. Suzanne moved to deny window units but approve portable units, Ty seconded. Approved 5-1. Imran asked about resources for air conditioning units for condos, Amy will look more into this and share with the Board.
 - b. CD renewals. Comparing rates from CIT and HomeStreet, the Board needs to keep \$250k in 1st Security Bank account under the terms of the commercial loan. Suzanne estimates about \$80k in money market funds to pay for expenses for the year. Imran made a motion to invest \$100,000 in one-year CDARS, \$50,000 in Ladder CDs and the remaining \$110,000 in fixed term 12 month CDs, Suzanne seconded. Approved 6-0.
 - c. Collection policy. Amy recommends the Board update collection policy. Amy will send information to the Board for discussion at next meeting.
 - d. New manager as of 8/1/2021. Amy is stepping away for personal reasons.
6. Building Manager Report.
 - a. Dan's tenant's mailbox key mysteriously doesn't work. Trying to figure this out.
 - b. Lock boxes removed due to security issue. Suzanne made a motion to ban lock boxes outside the building (can be attached to unit door) and agents to be buzzed in using callbox, Ty seconded. Approved 6-0.
 - c. Dona Cutsogeorge reached out to Lisa about free trees from the city. Could be used for the parking strip area?
 - d. Landscaping maintenance contract bid \$350 per month, would be good to start up in April at start of growing season. Might be worth it to pay them separately to replant the landscaping that didn't make it. Tim asked the Board if this makes sense, general agreement. Consider fencing for landscaping to protect it?
 - e. More moisture found but hopefully this is leftover from previous issues that are resolved.
 - f. Courtyard furniture, need more direction. Makie recommends higher quality furniture to last longer. Suzanne estimates the Board has about \$2k to spend in Reserves for furniture. Suzanne recommends putting out plastic green chairs from the office. Tim asked the Board if this is a good short-term solution, general agreement. The Board asked Lisa to gather more information on a table with cover and chairs for the patio area and revisit again in the spring.
7. Financial Report. Suzanne has a few questions about invoices from Agynbyte over administrative fees. Imran inquired about potential increase in management fees, Amy mentioned those will be reviewed in the Fall. Amy reports Agynbyte did not increase in management fees for 2021.
8. Committee Reports. None.
9. Next Board Meeting dates 08/24/2021, 09/21/2021, 10/26/2021 at 6:30pm.
10. Adjourn. Suzanne moved to adjourn, David seconded. Approved 6-0. Adjourned 8:40PM.