

# 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 December 20, 2016

### **Attending:**

Nick Hart – President

Steve Wilson – Vice President & Secretary

Bill Bielby – Member at Large

Tim Trohimovich – Member at Large

Suzanne Heidema – Accountant

Su Liew – Realtor for #308

Brian Shineman – Treasurer

Ty Booth – Member at Large

Robin Cole – Member at Large

Lisa Lightner – Building Manager

Brandon Hamilton - Architect

The Board was updated by Architect Brandon Hamilton on the Window Replacement and Tuck pointing Project. A draft of the Scope of Work was reviewed with the Board, and feedback sought before finalizing it.

**November Minutes Approved.** Motion by Trohimovich, second by Shineman, approved unanimously 7-0.

**Homeowner Issues:** None

### **Old Business:**

- Unit #404 still has not completed necessary preventative maintenance as required by the Board. The Building Manager will confer with Contractor Gary Gilligan for his perspective on why the work has not been completed and report back.
- Bid will be sought from Gilligan for renewing the elevator floor.
- Final bill received on the lighting renewal project. (Final four lights installed and \$2886 still owed, due to our holdback to assure completion.) Motion by Shineman to pay bill from Reserve Funds, second by Booth, approved unanimously 7-0.
- Lisa and Suzanne continue to solicit two additional bids for a new landscaping contract. (Two vendors have visited, but been slow to submit formal bids.) The one bid received is lower than the new price from our current vendor. Suzanne will contact them to see if they will match the price.
- AirBnB violations. A homeowner was reminded that this activity is prohibited, and fined for two separate incidents. This account has not been paid. The Board voted to authorize the filing of liens to collect this balance. Motion by Cole, second by Booth, approved unanimously 7-0.

### **New Business:**

- Rental status on #304 (association unit). Steve Wilson reported that inquiries have been few, and the market has been slow at the advertised rate paid by the prior tenant. This is probably attributable to the season (holidays), and publicity about city rents having plateaued. He will try reducing the asked price by \$100 to generate interest.
- #408 Remodel. The Board ratified a decision to approve the application and permit the project to proceed. (Board had previously reviewed and discussed via e-mail.) Motion by Trohimovich, second by Booth, approved unanimously 7-0.

- #503 Remodel (laminated floor install). The Board approved the application, and authorized the project to proceed. Motion by Trohimovich, second by Booth, approved unanimously 7-0.
- Discussion about the upcoming Annual Meeting. All Board Members other than Hart and Wilson will have terms coming up for election.

### **Building Manager Report:**

Lisa has been getting some instruction from the washing machine repairman on the meaning of some of the malfunction codes. Hopefully these will be simple fixes that minimize her requiring service calls to get machines operating again.

Folks have voiced irritation about the condition of the stairwell descending to the parking garage. We can share feedback with Ambassador II, but the stairwell is their legal property and responsibility to maintain.

We have had a package theft in the building. (The Board responded that we need to begin exploring installation of a package bin, to enhance security.)

Lisa advised she has been discussing with Ambassador II, the possibility of moving the food waste/compost bin to the Ambassador II site.

### **Financial Report:**

Suzanne Heidema presented the monthly financial report. She advised we are in line with budget, with no significant Accounts Receivable.

**Next Meeting:** Tuesday January 10, 2017 at 7 PM in the Ambassador office.

**Adjourned at 8:32 PM.**