

Cardinell View Lofts Condominium

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Date: Thursday – July 22, 2021
Time: 6:00 pm
Location: TEAMS Virtual Meeting
Notice: Sent by BOD Chair eblast to Owners on 07.22.21

DIRECTORS/MANAGEMENT PRESENT

DIRECTORS:	Yes / No	DIRECTORS:	Yes / No
Kismet Kilbourn - Chair/TAB	Yes	Lauren Anderson	No
Heidi Trinkle - Treasurer/TAB	No	Sunil Khanna	Yes
Jonathan Uto	Yes		
MANAGEMENT	Yes / No	Officer~Secretary	Yes / No
Mark Vandervest	No	Rita Holland	Yes
Cindy Vandervest	No		

I. Call to Order

- A. Meeting called to Order by Chair at 6:00 pm.
- B. Three attendees joined the meeting.

II. Regular Board Meeting

- A. Gores revised July 20, 2021, Application and Certification for Payment.
 1. Kismet announced that RDH found an error in the June 20, 2021 payment which was reviewed, revised, and resubmitted by Gores.
 2. Motion made and seconded that the Gores revised payment request approved by RDH in the amount of \$134,814.92 be submitted to NW Bank for processing.
 - i. After discussion, BOD approved stated motion.
- B. Water damage – Unit 704.
 1. Chair recapped the topic of water damage reported from Unit 704. A request was made for RDH/Gores to inspect the unit for their evaluation. In reviewing prior reported damage to Unit 703 these damages are similar and both were reported to be the result of a compromised fan on the roof. The roof surrounding the fan was temporarily repaired in December 2020 and the fan removed as part of the roof project.
 2. Motion made and seconded that the association take financial responsibility for only the repair work relating to the water damage from the roof fan in unit 703 and unit 704, that Kismet to contact Mark as to contractor preference and scope of work/bid, and that Mark take the active role in this project. The final amount to be approved by board before repairs are done.
 - i. After discussion, BOD approved stated motion.
 3. The board recommended that a protocol be drafted to cover these types of occurrences with stipulations as to responsibility, notification process and reporting time frame.
- C. Owners Forum

1. Unit 802 inquired as to the status of the report of the lack of hot water to the 8th floor.
 - a. Kismet reported that she forwarded the information for Mark to look into and resolve. Owner was contacted by Mark, however, nothing has changed yet.

III. Board Meetings

- A. Next Meeting
 1. Date: Thursday, August 5, 2021
 2. Time: 6:00 pm
 3. Location: TEAMS meeting
- B. Motion made and passed to adjourn at 6:24 pm

Respectfully Submitted,
Rita S. Holland
AUO/CVLC BOD Secretary