

# Cardinell View Lofts Condominiums

## Board of Directors Meeting Minutes

August 7, 2017 @ 6:30 pm

Rogue Hall 1717 SW Park Ave.

BOARD MEMBERS PRESENT	Scott Trinkle - President, Kathy Kerr - Secretary, Kenzie Billings – Treasurer, Mike Whiteford, Amy Spiker
MANAGEMENT ABSENT	Mandi Presler, TMG, Inc.
CALL TO ORDER	The meeting was called to order at 6:34 pm
APPROVAL OF MINUTES	Minutes from the April 3 <sup>rd</sup> meeting were approved.
HOMEOWNER FORUM	<p>Water Bureau records show that usage at our building has doubled since 2012. This is not likely to be caused by increased occupancy or actual usage but may be the result of leaks. There are tests that can be done. Mike Whiteford knows of a company that does this kind of testing. There are also tests for individual toilets that can be done. Kenzie volunteered to work on this effort with TMG.</p> <p>Some carpets in hallways have curling edges which could cause someone to fall. These should be replaced.</p> <p>Owners should report nearby homeless encampments to the city. Information on how to report them would be nice to have available for owners on the TMG website. Kenzie will provide the link.</p>
<u>MANAGEMENT REPORT</u>	
ADMINISTRATION	<p>The wording of the annual registration letter that TMG sent out to owners for Insurance requirements was unclear as to whether resident owners need to provide proof of insurance to TMG. Clarifying instructions should be sent to owners.</p>
FINANCIAL	
Delinquency Report	No units are delinquent.
REPAIRS & MAINTENANCE	
Seal Coating Repairs	Parking Lot was re-sealed on July 18-19 at no cost to the Association. Parking spots 11-14 are still not numbered correctly.
Security System Upgrade Bids	Metro Access Control bids for upgrading the call box system were discussed. Comments: 1) The proposals seem too high. 2) The lower bid institutes a monthly fee going forward which may not be desirable. 3) It is unclear whether either bid includes maintenance. The board is not ready to take either bid.
Maintenance Request from one owner	The Board recommends that TMG respond to the owner by first thanking them for their correspondence and then letting the owner know that the items noted are already known, with contractor bids for the front stairs being considered. Also encourage the owner to attend the bi-monthly HOA meetings.

Lobby Planter Amy will research office plant options to replace the dying bamboo in the lobby planter.

Stair/Concrete Bids The Board would like to work with TMG to renew the bids received earlier.

Water Spigot Locks Locks were installed on the exterior spigots. One has been stolen.

Fire Marshall Inspection A new Fire Marshall inspected the building recently and listed several repairs and improvements that needed to be made, such as battery backups for lighting. Scott will look into replacing light fixtures with LED fixtures rather than continuing with fluorescent lighting.

Lower Front Door To encourage owners to make sure the lower front door closes, a sign will be installed saying something to the effect of 'This is a limited access building. Please make sure the door closes securely behind you.'

Next Meeting: October 2, 2017. 6:30pm. Rogue Hall 1717 SW Park Ave.

ADJOURNMENT Adjourned at 7:31 pm.