

# The Pierre Condominium Association

## MINUTES OF July 21, 2004 BOARD OF DIRECTORS MEETING

### I. Call to Order

The Board of Directors meeting was called to order at 8:30 p.m. A quorum was noted and the directors in attendance was recorded as follows: Denise Antonnucci; Sondra Bailey (left at 10pm); Stu Baker, Bob Doak; Janet Fisher; Gera-Lind Kolarik (left at 10:20 pm); Randy Mehrberg; Absent: Mary Gootjes and Larry Stotts. Others: Joe Bright from Wolin-Levin and Building Engineer Aaron Jewell.

### II. Approval of Minutes

No minutes from June were available to approve.

### III. Treasurer's Report

For the six months ended June 30, 2004, the association has an operating cash surplus of \$32,759, an improvement of \$31,100 from last month.

The current forecast for the full year 2004 is for operating income of \$49,007 compared to \$52,877 in the May forecast and \$68,275 in the budget. The slight change from the last forecast is the continued anticipated increase in gas and supplies costs.

At 6/30/04, The Pierre Condominium Association had the following cash/investment balances:

Wolin-Levin cash balance	79,613
Harris Bank Special Projects A/C	23,787
Harris Bank General Reserves	318,216
Various accounts- Baker damage insurance funds	<u>703,722</u>
Total- Cash and Investments	\$1,125,338

The special projects loan balance at June 30, 2004 is \$484,255.

The garage results for June were quite good. Accrual net income was \$\$2,073 better than budget. This was primarily a result of transient and coupon revenue combined being \$2,069 over budget. Year-to-date net income is now \$1,424 better than budget. Mitigating this good news, I anticipate that monthly revenue will decline over the next two months before recovering in the Fall. This has been our seasonal history the last couple of years.

Respectfully submitted,

Robert Doak,  
Pierre Treasurer

#### IV. New Business

**11FN construction:** The Board discussed plans to move common element phone lines. The association attorney had previously rendered an opinion on the definition of common elements. Randy Mehrberg motioned that the owner may have SBC relocate the phone lines at the owners' expense. The owners will be required to have RCN examine the cable work before the wall is closed. Bob Doak seconded the motion. The motion was approved unanimously.

**Roof Proposals:** The Board was advised that CSR is the low bidder. The reason for this low bid has been reviewed for accuracy. There is a concern about the material being proposed (Cold Tar) which will have some installation issues (noxious fumes) for the 20-25 day range for completion of the work.

A motion by Bob Doak, seconded by Randy Mehrberg, to approve CSR as the roofing contractor and to invite Raths Raths and Johnson (our consultant) the CSR to attend the August meeting to review finishing options with the Board. The motion was approved unanimously.

A motion by Bob Doak, seconded by Randy Mehrberg, to approve \$1500 for CSR to make test cuts in the roof to determine where the transition between roofing materials presently occurs. The motion was approved unanimously.

A motion by Bob Doak, seconded by Randy Mehrberg, to approve a not to exceed total fee of \$18,208 for the Consultant to be on-site for the duration of the work. The motion was approved unanimously.

**Landscape committee:** A motion from Janet Fisher, seconded by Randy Mehrberg, to approve Fall cleanup for plantings (includes Winter and Spring work) for total costs of \$2455. The motion was approved unanimously.

**Pool Rules:** The Board directed management to relax the rules to allow janitors to clean during other times of the day.

**Air and Water Show:** A note will be sent to owners reminding them of the guest rules and the \$30 rates for outside parkers.

**Garage:** The Board discussed the "babysitter" parking rate of \$80 per month. The owners who had originally brought the issue to the Board president were not present.

**Roof Deck:** Denise Antonucci presented a proposal for white replacement furniture consisting of 2 tables and 8 chairs. A motion by Janet Fisher, seconded by Stu Baker, to approve \$2494.79 for purchase of the new roof deck table and chairs. The motion was approved unanimously.

## **V. Old Business**

- The Board discussed the issue of limiting the number of units that may be rented. There are currently 17 units being rented.
- Status of Baker and Travelers lawsuits – The Mediation process is ongoing in the Baker suit. The trial date in Traveller’s suit will be in August. Trial date for, third party suit are set for sometime in November. A motion by Bob Doak, seconded by Randy Mehrberg, to approve payment of \$9588.27 for expenses to the law firm of Gessler, Hughes, Socol. The motion was approved unanimously.

## **VI. Unit Owners Comments**

Andrew and Courtney Anderson (8BN) discussed the work done in their unit and the letters sent to the Board. The Board thanked them for taking the time to respond and asked that the damage to the fire door be covered. The owners are allowed to proceed with the work that was proposed

Matt Anderson (4AN) discussed remodeling work to extend the hardwood floors into the master bedroom, window treatments, and bathroom tile. Plans will be submitted to management and reviewed but no problems were anticipated.

Brooke Standring (3FN) discussed issues relating to rules violation on the roof and the guest parking. She also discussed the letter regarding damage to her vehicle and service issues in the garage.

Betsy Nelson (5DS) discussed moving two non-load bearing walls, moving electrical and moving a door in the kitchen. She advised the Board that there was no plumbing work and no major electrical work. The Board advised the owner that the scope of work document needs to be created for proposed changes in critical areas and reviewed by Aaron (electrical, plumbing, HVAC, floors, walls, etc.) for submitted plans. A motion by Janet Fisher, seconded by Bob Doak, to approve plans for 5DS pending review of Scope of Work document by building staff. The motion was approved unanimously.

Janet Fisher (8DN) and Jeff Fisher (10CN) discussed renovation plans for their units. Neena Konon who presented the plans for unite 10CN to take down a partial wall, move home run for telephone in kitchen, install a new floor with

appropriate insulation underneath, and install a new HVAC system. A motion by Randy Mehrberg, seconded by Bob Doak was made to Approve Janet Fisher's and Jeff Fisher's renovation plans subject to review and approval by the staff and Fodor. Motion Approved (Janet Fisher abstained from the vote).

Discussion regarding the submission all renovations to the architect for review. Denise Antonucci and Stu Baker will review the rules to see if there is way to redefine the process and by giving Fodor (architect) more direction and more oversight by the building staff. Denise and Stu will present recommendations for Fodor for guidance. Essentially they need to answer the question: Is there any work in the proposed scope of work that will adversely effect any other area of the building. There must be guidelines for contractors to protect the hallways.

Kori Bazanos (3EN) discussed plans for her outdoor deck repair. Scaffolding was in place for common area repairs and the owner would like the building to replace the damaged areas. Previous damage to the membrane was repaired by the building. The Board directed management to contact the roofer to examine the situation and determine the threat to the garage roof. If repairs are needed it should commence pending approval by the Board and Ms. Bazanos.

Gail Ruden discussed problems with cable outages relating to 11FN construction. Ali was aware of the situation and was able to convey this to Ms. Ruden.

A motion by Janet Fisher, seconded by Bob Doak, to approve rental contracts for 7EN, 5FN, 9BS, 6AS. Unit 7EN was requested to provide additional credit report. Unit 6AS must extend the length of rental agreement, which was less than a year. Pending compliance these units will receive board approval. The motion passed unanimously.

## **VII. Adjournment**

The meeting was adjourned at 11:12 p.m.

Respectfully submitted by,  
Stu Baker  
Acting Secretary