

# No 25 Downing Condominium Association Inc.

## Board of Directors Meeting Minutes

March 11, 2020

### Call to Order

A meeting was called to order at 5:34 p.m. in the Loggia. Board members in attendance were Kathleen Duggan, Carol Rathe, Pierre Olney, Richard Berkman, and Ted Stolberg.

### Guests

None

### Director's Update

Minutes for October 30, 2019 and November 19, 2019 were approved.

Financials for the month of February, 2020 were reviewed.

There were no delinquencies to review.

The Director's report was reviewed.

### Old Business

- Resolution regarding parking spots and oversized vehicles.
  - Homeowners are to be reminded of the existing rules.
  - Gregg to ask at managers group about how this issue is dealt with in other buildings.
- Discussion regarding necessity of determining proper funding of reserves and how to achieve that.
  - Nancy to provide data regarding reserve balance details over the past five years.
  - New reserve study to be conducted to determine proper funding balance.
  - Graphical/pictorial presentation of data to be developed to explain to homeowners, possibly at a special summer meeting.
- Pella Warranty Project
  - Going well, homeowners are happy.
- North Lot / EVC Station

- Lot repairs are proceeding.
- EVC grant has been submitted.
- Elevator Door Operators
  - Ordered, hopefully completed in April, shut down for one day per building.
- Cluster Flies 1-PH2, 2-PH2
  - Gregg to reach out to high-rise managers in his group and to fireplace vendor to see if the fireplace units can be sealed for the summer.
  - 2-PH2 uses bug zappers that kill majority of flies.
  - 1-PH2 many solutions have been tried over the years; unit owner does not want the bug zappers.
- Fire pump panel ordered.

### **New Business**

- Garage Door
  - Needs part that must be ordered.
  - Guard from 10 pm – 6 am Tuesday night.
- Stems – N Lot / Pots by Elevators
- New Reserve Study, McCaffery proposal approved, \$2,500.
- Balcony paint should be repainted under warranty.
- Covid-19 response: janitorial vendors are to begin cleaning all door handles.
- Sean Miller / DHS to do a walkthrough to evaluate possible maintenance on crank-windows.

### **Ratification of Email Decisions**

- Dream Home Solutions final contract approval.
- Extra windows purchased from Pella to replace those that were not included in the warranty glass but had the defect, \$14,274. Cost should be covered from unspent funds in the original contract.

### **Check Signing**

The Board signed checks.

### **Adjournment**

With no further business to discuss, the meeting was adjourned at 7:26 p.m.