

# **No 25 Downing Condominium Association Inc.**

## **Board of Directors Meeting Minutes**

**April 30, 2019**

### **Call to Order**

The meeting was called to order at 5:00 p.m. in the Loggia. Board members in attendance were Kathleen Duggan, Carol Rathe, Kristina Hillsheimer, Pierre Olney, and Ted Stolberg.

### **Open Forum**

There were no homeowners present for Open Forum.

### **Guests**

Len Severson from Pella was present to review the warranty settlement for the windows. He will send "Blake's List" to Gregg, which shows exactly which windows and doors will be covered under the warranty. Blake's List is in Excel format so that Gregg can sort the list as necessary. Window grills are included in the warranty coverage, as are screens and champagne hardware. There is a 2-year warranty on replacement parts. Sample windows are to be provided so that the glass can be compared with the windows that are not being replaced. The Board must place the glass order by June 14, 2019.

Ian from ChargePoint was in attendance to demonstrate the EV charging station and answer any questions.

### **Director's Update**

Financials for the month of March, 2019 were reviewed. Gregg will ask Jackie from RBC to attend a future Board meeting to meet the new board members and review the investment portfolio.

There were no delinquencies to review.

The minutes of the February 4, 2019 meeting were unanimously approved.

The Director's report was reviewed.

### **Old Business**

- Electric Vehicle Charging Station.
  - Decision: The Board voted to install an EV charging station in two adjacent parking spaces in the North parking lot.

- Action: Kathleen will resume writing the grant request.
- Pella Warranty Project.
  - The Board discussed the need to complete the project more quickly than originally planned due to the 2-year warranty on replacement parts. Storage options for the glass were discussed, with onsite storage in a container and on the roof being cost-effective options. A practical timetable will need to be established with the selected vendor. The Board discussed financing options, but more information will be needed regarding the cost of the project in order to make a decision.
  - Action: Gregg will ensure that Len Severson from Pella forwards the final list of covered glass. Gregg will continue collecting estimates of costs installation. The Board will meet on May 14 with Ellie Stadnick, CPA, Jackie Johnson, investment advisor, Bri Schaefer, association counsel, and Pat Wilderotter, insurance agent, to review options for financing the project.

### **New Business**

- Resolution regarding parking spots
  - The Board would like a resolution that requires all vehicles to fit within the lines of a garage parking space. Oversized vehicles in the garage prevent neighboring residents from using their spaces.
  - Action: Gregg will contact Bri Schaefer to draft the resolution.

### **Check Signing**

The Board signed checks.

### **Adjournment**

With no further business to discuss, the meeting was adjourned at 7:15 p.m.