

No 25 Downing Condominium Association Inc.

Board of Directors Meeting Minutes

May 28, 2019

Call to Order

A meeting was called to order at 5:15 p.m. in the Loggia. Board members in attendance were Kathleen Duggan, Carol Rathe, Kristina Hillsheimer, and Pierre Olney; Ted Stolberg was absent.

Guests

Bri Shaefer, association counsel

Len Severson, Pella

Director's Update

Financials for the month of April, 2019 were reviewed.

There were no delinquencies to review.

The minutes of the April 30, 2019 meeting and the May 14, 2019 special meeting were unanimously approved.

The Director's report was reviewed.

Old Business

- Pella Warranty Project.
 - The Board discussed two potential contractors for the project, 5280/Dream Home Solutions (Shawn Miller) with Chris Rosepink as project manager, and Pure Construction (Robbie Cheesman).
 - The Board specified that there will be 2 contracts with the Association, (1) Owners representative/project manager, and (2) physical installation, storage, and transportation of glass from storage to the property.
 - The interior of each unit (re-trimming doors, caulk, paint, moving belongings, protecting belongings) is the responsibility of each unit owner. Any contract for these items must be between the contractor and the homeowner.
 - Len Severson from Pella discussed details of the product to be received and installation.

- Decision: The Board made a unanimous decision to accept the product from Pella.
- Pella Warranty Project (continued).
 - Action: Gregg will send a general e-mail to all owners to begin communicating about this project. Included will be the information that replacement is not optional, as this is an HOA issue; we have a responsibility to maintain the integrity of the building.
 - Action: Board must choose contractor and storage option.
- Resolution regarding parking spots
 - Bri Shaefer has been contacted to draft the resolution that all vehicles must fit within the lines of their parking space.
 - Action: Resolution will be discussed once the draft has been received.

Check Signing

The Board signed checks.

Adjournment

With no further business to discuss, the meeting was adjourned at 6:40 p.m.