

**EAST QUARTER CONDOMINIUMS
BOARD OF DIRECTORS MEETING MINUTES
Monday, November 25, 2024**

Present: Board members present were: Bil Haring, Juanita Hembree, Katy Sathers

Excused: N/A

Call To Order: The meeting was called to order at 5:09 PM

Minutes From Previous Meeting:

- Meeting minutes for the October meeting were approved

Committee Reports: None

Property Management Report:

- Snow's has assigned a new manager for East Quarter Condominiums, Pamela Quinton, to replace Holly Herring who was our manager for about a month after Sage Cahill left.
- Snow's provided a proposed budget to the Board. Board approved the new budget and approved an increase in dues of approximately 5% per unit. Board will contact Snow's to ensure the Budget summary and dues increase notice be sent out to provide at least a 30 day notice to all owners.

Unfinished Business:

- Roof repairs:
 - America Roofing is completing the last of the reported roof repairs. With the warming weather and melting snow we've been having, the Board anticipated new leaks would be reported, but none have been yet.
 - Board approved moving funds from Reserve accounts to cover the roof repairs that currently total \$78,045. Units already repaired or being repaired include the southwest entry, 202, 203, 204, 205, 206, 211, 214, 215, 217, 218, 220, and 222.
- Deck inspections / repair:
 - Snow's received a bid from Treeline Construction for replacement of all decks of \$311,455. Individual deck replacement costs range \$11,275 to \$21,830 per unit, with several options that could increase costs.
 - Deck replacement will be an agenda item at the Annual Meeting in January. Board wants to provide owners the option to include these costs in dues in the future, since the replacements must all be done at the same time for safety purposes and to ensure the building architecture is uniform (all decks look alike).
 - Board will contact the Municipality to get an understanding of the approval process and timeframes involved.
- Security cameras:
 - Board has requested follow-up by Snow's as A Plus Security has not scheduled a date to complete the work. Board will continue to follow-up with Snow's until this project is completed.
 - A Plus Security installed new cameras and repaired or replaced the broken ones on 6/18 and 6/24/2024. Some of the new cameras have not been connected or are not working. While working on site, A Plus noticed that one of the computer monitors used for viewing online was no longer working and would shut down 5 seconds after being turned on. Board will check into getting a new monitor.
 - The Board previously approved the installation of a front door camera and a south garage door camera (quoted cost \$2,967), and approved an upgrade for the front door area, to add a second camera that would provide 180 degree visibility to the front parking lot.

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- Inside painting:
 - Board requested that Snow's get an estimate and proposal for inside entry door painting, stairwell painting, and touch-up painting. Board will request a separate / alternate proposal for painting all hallway walls as well as the stairwells and inside entry doors.
 - Julio's Fix-It proposed \$4,392 for painting the NE and SW stairwells and the inside of the exterior doors, to include kick plates, corner protectors and baseboard. Board approved the proposal.
- House Rules amendment:
 - The Board previously approved amending the House Rules, based on difficulties of getting all vehicles out of the garage during the garage clean-up and sweeping for annual cleaning. It is crucial for all vehicles to be able to be moved in case of emergencies and for garage maintenance. The Board approved adding an item to the House Rules to state that all vehicles must be maintained so they are operable and movable at all times.
 - House Rules were updated and provided to the Board. Board will follow-up with Snow's to get the new House Rules updated on their website; due to personnel turnover and end-of-year busyness, Snow's has delayed uploading any documents for the last 4 months.
- Fence repair:
 - The property fence was badly damaged on October 15th. The Board requested Snow's obtain a copy of the police report and file a claim against the driver's insurance company the same day, after Snow's recommended we not file against our own insurance. The Board did not receive or approve any repair estimates, but Snow's engaged D-Luxe Services who repaired the fence. Snow's issued a check for \$3,928 to D-Luxe Services in the November check run and the Board did not approve payment, since this should be paid by the driver's insurance. Board will continue to contact Snow's to ensure this is paid by the driver's insurance and not from our bank account.

Reports:

- A summary of 2024 checks and expenditures was briefly reviewed by Board members. There are many checks / expenditures that are not included in the monthly check register the Board gets. The check register only includes items where a check was issued, not items that are electronically paid.

New Business:

- Board to request an estimate from Julio's Fix-It for concrete work to prevent flooding on the garage level in the southeast stairwell (by parking spot 28) from melting snow. This area was covered by several inches of snow last Winter.
- Future Board discussions will be held related to:
 - Gutters and gutter cleaning, which have not been done for several years, and which can be a cause of ice damming on the roof
 - Repair of the north garage door (deferred because it is operational, although damaged)
- Board to pursue estimates for repairs in the garage so that 1) snow melt from parking spot 28 is not draining into and pooling in the south stairwell and 2) parking spot 21 by the elevator stairwell is not being flooded during summer rains and Winter snow melt.

Announcements: None

Next Meeting: The next Board meeting will be Wednesday, December 18, at 5:00 PM.

Adjourned: The meeting was adjourned at 6:10 PM.