

Silver Queen West Condominium Association
Board Meeting – Basic Office & Zoom
November 12, 2022

Directors Present:

Lydia Fausset, Larry Funk, Joanne Gipple, Paul Gottler, Elaine Johnson, and Marsha Hennessy and Angelique Justich on Zoom.

Board Representatives Present:

Tom Brennan – Property Manager
Eric Nicholds – Basic Property Management, Inc. (BPM)
Gary Nicholds – Basic Property Management, Inc. (BPM)

Call to Order:

Joanne Gipple called the meeting to order at 10:30 AM.

Report on Status of the Declaration:

Joanne began the meeting with information regarding the SQW declaration. It was recently noted by the board's accountant, Joan Reddell that the revised declarations were not clear on the method used to determine unit assessments. The earlier declarations indicated unit assessments were charged by unit factors. The recently revised declarations were not clear in this matter, so it was necessary to make an adjustment to leave unit assessments as written in the 2008 document. In a meeting with Lindsay Smith, it was noted that this was an oversight. To correct the typo, Lindsay adjusted the document to mirror the 2008 declaration.

Approval of Minutes:

A motion was made and seconded to approve the September 23, 2022 board meeting minutes. The motion was unanimously approved.

Election of Officers:

A motion was made to maintain the current officers. The motion was unanimously approved.

Manager's Report:

Tom reported that the pest issue is improving and believes that we are well on our way to solve the issue. Two new clothes driers were installed in Building D. The cost of the laundry machines have been equalized in all buildings. The grounds are well prepared for the winter. Rules violations are at a minimum and Tom is looking forward to finalizing the parking policy.

Old Business:

Larry presented board members with a copy of the revised parking policy. Along with the policy, Larry gave each member a proposed letter to be sent to all owners that reside in their units on a full-time basis or lease long-term. A request was made that the board read the policy and refine the proposed letter.

New Business:

The board expects to receive the amended and restated bylaws in December. After receipt, board members are requested to contact Joanne with any questions or concerns. There was a concern by an owner at the annual meeting regarding notification of issues in or around their unit as the issue relates to plumbing or electric. After a lengthy discussion Angelique agreed to work on a system to notify owners in case of an emergency. Recently, the board was made aware of a concern about “puffing” vehicles that are in violation of SQW’s parking policy. Marsha agreed to investigate the issue and report back to the board at the next scheduled board meeting. Joanne mentioned that there was disappointment with the number of owners that attended last years annual clean-up day. This coming year, the board needs to be more proactive in planning and advertising the event. Angelique offered to work on a method of offering the unit check list to all owners. It is especially important that owners inspect their aging water supply lines and articulate the shut-off valves annually to be sure they shut off. After the discussion the board wants owners to know that a board representative is willing to continue to inspect units at the owner’s request.

Board Meeting Schedule:

The next board meeting is scheduled on Friday, February 3 at 2:00 P.M. at the office of Basic Property Management. The June board meeting is scheduled on June 9 at 2:30 P.M. at Basic with the annual clean-up day scheduled on Saturday, June 10, with coffee at 8:30 and lunch at noon.

Adjournment:

A motion was made and seconded to adjourn at 12:15 PM. The motion was unanimously approved.

Respectfully submitted,
Larry Funk, Secretary