

Silver Queen West Condominium Association
Board Meeting – Basic Office & Zoom
November 2, 2024

Directors Present:

Lydia Fausset, Larry Funk, Joanne Gipple, Angelique Justich, Chelsea Martin and Sylvia Murphy, with Marsha Hennessy on Zoom.

Board Representatives Present:

Tom Brennan – Property Manager
Karen Breckheimer, Assistant Property Manager
Eric Nicholds – Basic Property Management, Inc. (BPM)

Call to Order:

Joanne Gipple called the meeting to order at 10:40 AM.

Approval of Minutes:

A motion was made and seconded to approve the September 13, 2024 board meeting minutes. The motion was unanimously approved.

Budget Approval:

The 2025 budget was approved unanimously by email on October 25, 2024. In addition, Joanne made a motion for board approval at this meeting. Therefore:

A motion was made and seconded to approve the 2025 budget. The motion was seconded and unanimously approved.

Election of Officers:

After a discussion: *A motion was made to accept board positions - Joanne Gipple, President, Lydia Fausset, Vice President/Treasurer, Larry Funk, Secretary. The motion was seconded and unanimously approved.*

Old Business:

After Larry 's on-site meeting with a representative of All Secure, he is in the process of obtaining the necessary information along with owner cost to comply with the Rules and Regulations. Ideally, the best result is that each entrance door cylinder is keyed to one of the Association's master keys. In the next step, Larry plans to report his findings to the board and offer communication to owners for compliance with the rules.

At the May board meeting the board passed a motion to require selling owners to replace an original Zinsco electrical panel either during the closing process or set aside \$2,500 in escrow for panel replacement within 90 days of closing.

Aging piping and unit water leaks have become a serious issue. The board discussed the possibility of adding additional language to the motion. The thought is that original water valves and supply tubes should be replaced during the closing process. The discussion was tabled to the next board meeting. Because the board does not know of owners that have replaced their water valves and supply tubing and since third floor units may create the greatest damage from water leaks, Tom was asked to identify 3rd floor units that have not been inspected. For those that Tom is unsure, the board plans to send owners a letter requesting access to inspect. Local plumbers are difficult to find, so Angelique is working with Eric to find plumbers who could do the work. The information will be passed on to Sylvia who will contact owners.

Reserve Study Discussion:

In an effort to update the reserve study, Lydia recently met with contractors for price updates. She learned that paving lower Building A & B lots involves, drainage work, grading as well as paving. To offer the board a better estimate of future costs, Lydia believes that a professionally prepared and detailed reserve study with board review would be helpful.

A motion was made and seconded to move forward to contract a private company to develop a professional reserve study. The motion was seconded and unanimously approved.

Board Meeting Schedule:

The next board meeting is scheduled on Friday, February 21 at 1:00 P.M. at the office of Basic Property Management.

Executive Session:

The board entered executive session at 11:35 AM and returned at 12:05 PM.

Adjournment:

A motion was made and seconded to adjourn at 12:05 PM. The motion was unanimously approved.

Respectfully submitted,
Larry Funk, Secretary