

Building 6 Board Meeting Minutes

Date: June 4, 2024

Time: 8:30 PM

Present:

- Derick Behrends (President)
- Linda Campbell (Treasurer)
- James Wilcox (Secretary)

Absent:

- Amy Caine (Vice President)

Attendees:

- Jill Bailey, General Manager

Discussion Items:

Paint/Carpet Bids:

- Jill Bailey presented costs associated with similar work done at Building 15, recommending Sorensen & Sorensen for painting and Mohawk Flooring for carpet.
- Jill will send Derick Behrends the contact information for these companies and a list of all bids received by Building 15.
- Office staff will solicit bids from Sorensen & Sorensen and Mohawk. Derick will obtain a bid from another company, and James Wilcox will seek a painting bid, noting he might do the painting himself if the bids are too high.
- Budget concerns were raised due to expected \$5,000 cost for third-floor water damage.

Pipe Burst & Flooding:

- A small pipe leak on the third floor caused damage; staff are working with the insurance company.
- The deductible is expected to cost Building 6 \$5,000.
- Linda Campbell mentioned a noise that might be related to the third-floor issue; Jill agreed to investigate.

Trash Lock:

- Derick Behrends noted non-residents might be using the dumpsters. Linda and James hadn't noticed, but a resident had dumped construction debris.
- The possibility of locking the trash area was discussed.
- It was agreed to monitor the situation for now and revisit the need for a lock if problems persist.

Financials:

- Derick Behrends emailed copies of Merchant Bank statements. Discussion ensued about access

to these records.

- Derick suggested buildings have access, while Jill Bailey preferred limiting access to building presidents to avoid too many people having access.

Yardly Update:

- Yardly is replacing Buildium, but the new system isn't fully operational yet.
- Concerns were raised about paying for both Yardly and Buildium for the past year. Yardly is expected to streamline the system, but no exact switchover date was given.

Landscape:

- Improvements to the landscape around Building 6 were discussed, as the grass is growing but enhancements are needed.
- Jill Bailey will conduct a walk-around of the entire complex to assess the building exterior and landscape needs.

Newsletter:

- The board discussed creating a Building 6 newsletter or communication update.
- Derick has a template; the board secretary will draft the updates, and office staff will finalize the letter.
- Jill mentioned Building 15's monthly email update as a model and suggested implementing something similar for all buildings.
- Items for the Building 6 newsletter include checking for leaks, package deliveries to the office, bike rack usage, and landscape improvements.

Adjournment:

- The meeting adjourned at 9:00 PM, motioned by Derick Behrends and carried unanimously.

Minutes Respectfully Submitted by:

James Wilcox