

ANTIGUA CONDOMINIUM ASSOCIATION

Board Meeting January 11, 2023

Board Members Present: Kat Ilkhani, Mary Dischinger, Mike Falkner, Bonnie Medford, Mike Keenan, Ingrid Miller, Ellen Schweiger, Rosie Whittaker, Sheri Miller

Also Present:

Owners Present: Unit 708 Casner, Unit 901 Frederick, Unit 706 Ditch, Unit 806/104 Fitzgerald, Unit 1303 Mayer

Call to Order at 7:30pm and Established Quorum

Approve Minutes: Board Meeting Minutes:

Bonnie made a motion to approve the 9/14/22 Draft 2 Board minutes, Sheri second. All approved.

Mary made a motion to approve Action Item since 9/14/22 Bonnie second. All approved.

Financials:

- A. Treasurer's Report finished year 2022 with \$130,000 balance in the operating accounts. We started Treasury Bill purchases in small steps to become familiar with the process. Kat asked if we could now move more of our reserve money into T Bills since we are only earning 1.0% from the Money Market account versus the 3.68% to over 4.00% from T Bills. Since the T Bills mature in 4 week increments we can have the money ready in case of an emergency. Money Market has a minimum required amount of \$2,500 so we can invest the majority of it in T Bills. Mike F made the motion to increase all 3 of our \$50,000 T-Bills to \$80,000 each by taking \$90,000 out of Bank of OC Money Market to cover the additional purchases. Mary second, all approved.
- B. Monthly financial report balance sheet shows 5 T Bills, we have 6 T Bills. Interest for T-Bills needs to be corrected.

Administrative Items: None

Maintenance Updates:

- A. Office Renovation – Everything is going at steady pace waiting for Jim Landicho to help with installation of ceiling tiles and floor.
- B. Pest Control – Trash Rooms, Bathrooms, Office, etc. followed up traps and bait stations set by Terminix, watched for 2 weeks and didn't see any new mice. On Jan 6 Ingrid asked Terminix tech about mice, and he said no he did not see any. David Eidman and Ingrid's husband checked numerous times and found no new mice. Charlie also reported that Terminix was there, found old dead mice carcasses in trap boxes. Found 9 in the trap box in the trash area. Nowhere else. Stainless steel wool applied in gaps and holes inside office walls. Mary had gallon of peppermint oil sent to Antigua for repelling mice, check with Robyne to see if there is any left (Robyne said there is some left but it doesn't work). Also added stainless steel wool in ladies bathroom and trash room. Pool furniture has to be removed to complete application of wool. Using sticky mouse traps in meantime. Saunas are being used by mice, lots of mice droppings. Have Charlie check the sticky traps. Dennis Miller was with Dave and he put 3 sticky pads in men's and women's saunas. And 2 in the bathrooms outside of saunas. Also have additional peppermint oil. Saunas are in poor shape. Owners will have to vote if they want to keep the saunas because it's an amenity. It will be on owners meeting agenda.
- C. Fire Marshall Violation List Corrections - Ingrid updated Fire Marshal violation list on Jan 6 and we are about half and half with things that are fixed. Fixed all the lights that were out. Fire extinguishers need to be inspected. Most of fire caulking done. Most issues are stairwell and trash doors that aren't latching when closed, needs to be addressed. Dave got a copy of the violation list today with the December 29th

walkthrough updates. Ground fire pump room doesn't have tags on fire extinguisher. Mike Falkner looked at an exposed area in the drywall behind the rooftop elevator room door and said it's not a fire issue as it was sealed from the outside but Mary said that's what the Fire Marshal identified as a problem. It just takes a piece of drywall to repair it.

- D. Emergency Stair Rail Step 7th Floor Repair-North Tower. Don Smith at D&B said this repair is not like the previous stair rail repair as there is more damage. He will have to arrange a time for an engineer from ETC to take a look at it. He will do it while ETC is out in OC to look at other projects.
- E. ARK Annual Fire Alarm & Life Safety Inspection - Arrange scheduled inspection with ARK.
- F. Unit Leak 1301 - 1 Stop repair quote vote approval done via email and will add to action item list for next meeting.
- G. Atlantic Refrigeration - was already there in September and will have to be called back to fix this. Ingrid emailed Travis about the Tripe Duty Valve for the geothermal pump room and Mini Split system for the office. Spoke with Maggi at the office yesterday, she said she would provide Travis with info and he would get back. Waited until noon today and no response from Travis yet.
- H. Atlantic is billing owners directly and the owners may be paying them when they may not have to do so. Ingrid suggested talking to Jamie Nickerson to set up in-person talks with board members regarding their services and billing. We know what they may be doing wrong but we need to ask them what we are doing wrong so we can clear up any problems on our side.

Old Business:

- Decks will have to be sealed in spring, 1 Stop needs to be asked about this.
- Domestic Water Line: The estimate has come in much higher than anticipated for trash room drain repair that would coincide with the domestic water line correction. The proposal also does not include concrete. Considering that the trash room floor is uneven we may have to do the entire concrete floor. Tabled for further discussion.

New Business:

- Elevator Contract Renewal – We are cancelling our service with Otis and going with a new contractor. We will be reviewing new contractors and hire the new company as soon as we get confirmation from Otis of our cancellation.

Sheri made a motion to adjourn the Meeting and move to Executive Session, Ellen seconded, all approved. Discussion of employee duties, contracts, and AT&T modification consent request.

Meeting adjourned 8:48PM

Minutes recorded by Kat Ilkhani