

# ANTIGUA CONDOMINIUM ASSOCIATION

## Board Meeting February 8, 2023

**Board Members Present:** Kat Ilkhani, Bonnie Medford, Ellen Schweiger, Ingrid Miller, Mike Keenan, Rosey Whittaker

**Absent:** Mary Dischinger, Mike Falkner, Sheri Miller

**Meeting Called to Order 7:30 PM and Established Quorum**

**Owners:** 706 Ditch, 1303 Mayer, 205 McFall

**Approve Meeting Minutes:** Board Meeting Minutes: 1/11/2023. Executive Session 1/11/2023 Tabled.

**Approve Action Items:** Since 01/11/2023 Bonnie motion, Ingrid second, all approved motion carries.

### **Financial reports:**

Treasurer's Report

Financial Report provided in the meeting package and owners asked to email board with any questions.

### **Administrative Items:**

**Antigua Office:** Ellen asked whether the \$5,000. For office reno will be used; Kat relied No. Rosey said we can move unused \$'s around as needed. Discussed Robyne going on medical leave and Antigua not following protocol agreed to by Board. Unit keys, etc missing from office; discovered keys had been taken to Bonnie's 1202 unit, by who, no one has said. Kat said this was a serious liability for Board. Matthew Blevins will put new ends on DVR wires by end February; current ends in bad shape from continuous movement.

**Elevator Contract:** Bonnie motioned to accept Berlin Elevator for our elevator maintenance company; Ingrid 2<sup>nd</sup>. Discussed naming Dave Eidman as 1<sup>st</sup> contact. Dave to get in touch with Mike @ Berlin Elevator, asking how to set up emergency contacts.

Otis has acknowledged our contract cancellation. Four open invoices from Otis remain. Robyne to check validity of charges and report to Board.

**ARK:** Mary Ellen Marsalek questioned ARK messaging that is broadcast during their inspection. Specifically, the portion about disability evacuation procedure; we need to locate procedure. Comment made that rentals usually make prior arrangements; the need for these folks to have companions; if alone, the necessity to inform building staff. Rosey to follow up with Fire Dept. on procedures to be followed. ARK inspection report not yet received. Two fire hose connector alcoves need replaced; must be stainless steel. 1 Stop to check with ARK to see if we can do this; we could have them made by local fabricator. Need to verify that fire marshal will accept.

**Atlantic Refrigeration:** Kat and Ingrid met with them end of January. Discussed scheduling of PM work, billing owners, triple duty valve installation, and shutoff valve installation before and after triple duty valve. PM schedule: Main Service done May & Nov; Filter Only done Feb & Sept. AR computer generates a monthly service work schedule beginning of each month and their office then begins scheduling. If Antigua phones AR a month in advance of work schedule, we can get preferred date scheduled. AR installed furnaces in units are covered by warranty in PM contract to include all parts except compressor and coil; unit to loop is not included.

Updated/changed thermostats other than those installed by AR, are billed to unit owner. AR issues report to Antigua after completion of PM work; Antigua could provide info to unit owners for their records. Triple Duty Valve install: Antigua looking to have shutoffs installed before and after valves; AR to check feasibility. Antigua has shutoffs on Flrs 3, 6 & 9. Peerless pump needs to be rebuilt same time as triple duty valve install. Looking to do install in March.

**Unit Leaks:** 203/103 resolved. 1301 – Dave Eidman to do this work. Remainder of leak issues are still ongoing. H06 insurance info to be sent to all owners again.

**Door Color:** Kat said Reserve Study listed door painting in 2026; old doors need to be repaired/replaced first.

**AT&T:** Board considered Vertical Consulting and Gunnerson to represent Antigua's interests in negotiating AT&T's request for new antennas and placing signage on roof, as well as lease changes. Mike K. motioned to hire Gunnerson, Rosey 2<sup>nd</sup>, yes – Mike K., Rosey, Ingrid, Bonnie, Mike F, Ellen, Kat. Motion carries.

**Domestic Water Line & Trash Room Drain:** Mike K. spoke w/5 Star. Cannot sleeve current domestic water line pipe. Ingrid will investigate if sleeve can be placed in trash room drain.

**Pest Control:** Determined Terminix not doing good job; Ellen motioned to terminate them, Bonnie 2<sup>nd</sup>, yes – Ingrid, Rosey, Kat; No – Mike K. Motion carries.

**1 Stop Report:** Work continues on fire marshal list, trash room clean up in progress, miscellaneous light bulbs replaced, furniture back in office, missing deck nails put in, and cleaning ongoing. As we voted to cancel Terminix, Ingrid motioned to have 1 Stop pick up pest control duties, Ellen 2<sup>nd</sup>, yes – Rosey, Mike K, Bonnie, Kat. Motion carries. 1 Stop will pick up pest control for mice and insect spray. 1 Stop reported no sighting of mice, dead or alive.

**Roof Coating:** Chris Wood, Raintree Services, at Antigua to look at test coating patches he placed on roof. Ingrid looked at patches also. Patches looked good and were tight all around edge. Chris recommends coating roof this year using 20 year warrantied coating. He will get a quote to us. Ingrid asked Chris if he and his company were familiar with appropriate safety measures regarding AT&T antennas; he said they were. He said any AT&T signage/equipment on roof would need to be moved by AT&T to allow coating of roof; Raintree would not be responsible for moving AT&T signage/equipment. Chris will provide us with references and is available for any questions. Robert Mayer, Unit 1303, questioned roof insurance and reminded Board to do proper due diligence.

**Next Board Meeting:** Wednesday, March 15, 2023

**Annual Owners Meeting:** Saturday May 20<sup>th</sup>, 2023 9:30AM Registration. Elections. Owner's Social.

**Motion to Adjourn Rosey, second by Ellen**

**Meeting Adjourned 9:43 PM**

Board Meeting Notes submitted by Ingrid Miller

02/08/2023