

The Algonquin Association
Board of Directors Meeting
April 21, 2015

The meeting was called to order at 9:26 a.m. The following members were present: Glenda Greenhouse, President; Willcox Ruffin, Vice President; Don Hammer, Secretary; and C.L. "Sonny" Wright, at-large. Staff present: Susan Rodriguez, manager.

Unit owners present were:

Mary Graham Andrews, Therese Butterfield, Pat Carter, Ann Felkins, Henry Gottlieb, Virginia and Bob Henderson, Martha Karp, Judy McReynolds, Gloria Orloff, Anne Ray, Barbara Romeo, Larry Rossen, Gordon Tayloe, Lyn Tucci, and Meriel Wright.

On motion made by Ruffin, and seconded by Wright, the minutes of the March 17, 2015 Board Meeting were approved as presented.

Treasurer's Report: Norman Goldwasser was not present. Susan Rodriguez reported that as of March 31, 2015, we had approximately \$40,000 in operating funds and \$622,299 in reserve funds. We are still two months behind in making the monthly reserve payment. Glenda stated that we were going to start "tightening our belts".

Finance Committee: Virginia Henderson reported that Schwab had declined to provide us an account. She has investigated Scottrade and Ameritrade. She noted that on-line banks will have the best CD rates.

Building Committee: Bob Henderson reported that the leak into unit 4J had been repaired, and that we need to proceed with doing the same type of repair outside the North-end units that had previously reported leaks (4H, 9J, 11J), and possibly 3H). Bob, Sonny Wright, and George Compo met yesterday with representatives from Vansant & Gusler, HVAC Engineers, to investigate ventilation and fresh air pressure within the building. We have very little effective ventilation within the building; fresh air comes into the building by two small air units at the ends of the hallway. Re-opening the fresh air intakes (which had been sealed shut some years ago) in the individual units is being investigated.

Also discussed the possibility of substituting heat pumps for the fan coil units, though the cost would probably be in excess of \$2000 per unit.

Covenants Committee: Mary Graham Andrews noted the cleaning-out of the bicycle room, and also questioned residents bringing bicycles into the building and storing them in their units.

Social: Barbara Romeo reported that the Tap Club will be performing Thursday at 1:30 in the Algonquin Room. She also asked that all residents be reminded to RSVP for the 50th Anniversary Celebration.

Library: Ann Felkins asked that all residents be reminded to return books to the right-hand door in the cabinet, so that the books could be re-shelved by library volunteers. She asked that people not re-shelve their own books.

Fire Safety: Pete Beller was not present and no report was made.

Newsletter: Lyn Tucci reported that she has a new volunteer who has submitted an article.

Grounds: Lyn Tucci reported that Meriel Wright is co-chairing the committee with her, and will be responsible for trees and conservation. There are twelve members on the committee. The hawthorne bushes in the front seem to be recovering. Several rose bushes died over the winter. Persons who initially donated the roses will be contacted to see if they want to donate a replacement. The committee has placed an order with Gardens in a Flower Pot for flowers around the pool, and coleus under the portico.

Management Report: Susan Rodriguez reviewed her management report with the Board. Of note:

1. We are over budget in the areas of Grounds & Common Areas, primarily because of the cost of snow removal and tree fertilizing and removal.
2. We have one unit owner who has not paid assessments. A lien has been filed, and we will be filing foreclosure within 60 days. We should consider establishing a reserve for bad debt.
3. George Compo will have his staff re-do the camera inspection around some of the unit windows on the North end. Lighting was insufficient the last time.

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4. Susan will ask George Compo to submit a final bill on the soil subsidence bill for work under the building (work remains to be done in areas around the building).
5. Susan will seek proposals from electricians for lighting options under the building.
6. The boiler room has a large underground tank that periodically fills with water and has to be pumped. Rudy would like to fill it with sand. Susan will obtain proposals for moving the left-over sand from the parking lot. Sonny will also look at the tank.

The maintenance report was submitted in writing:

Board Action:

1. On motion of Hammer, seconded by Wright, the proposal of Mac's Electric, Inc. to make lighting repairs in the lobby for \$3240, was accepted.
2. On motion of Wright, seconded by Ruffin, the Unanimous Consent executed by all Board members approving the contract with Wedgewood Garden Center, Inc. to strip the rocks from the perimeter between the parking lot and the building, and replace with membrane and rock, and to strip rock from around the trees and apply mulch, was ratified.
3. On motion of Hammer, seconded by Ruffin, by a vote of 3 to 1, the cost of renting a guest room was raised from \$50 per night to \$60 per night, effective June 1, 2015.
4. On motion of Greenhouse, seconded by Ruffin, the cost of renting a storage closet was raised from \$15 per month to \$20 per month, effective June 1, 2015.
5. On motion of Hammer, seconded by Ruffin, the Manager is authorized to proceed with the FHA application.
6. On motion of Hammer, seconded by Ruffin, the Board increased the late fee on any monthly assessment unpaid by the 10th of the month, to 10% of the unpaid amount.

Future business pending:

For May Agenda:

1. Insurance: Is an appraisal necessary to determine value of building? Do we want competitive bids? From whom?
2. Review/approve contract with John Hitch
3. Review/approve roof repair proposals

Other:

1. Obtain proposals for: a) lighting under the building; 2) filling the boiler room underground tank; and 3) installing a safety rail around the perimeter of the roof.
2. Consider purchase of infrared camera (\$1200-1400)
3. Investigate the experiences of other condo buildings with vibration/interference from cell towers.
4. Draft a letter to homeowners regarding a proposal to make windows a common element.
5. Bicycle room.
6. Parking lot security and the possibility of hiring professional security personnel from 11 p.m. to 7 a.m.
7. Landscaping contract ends in July 2015.
8. Compo proposal re replacement of landing and sidewalk..
9. "Concrete Jack" proposal to raise the ramp into the bicycle room.

The meeting was adjourned at 11:40 a.m. The next Board of Directors meeting is scheduled for May 26, 2015, with the homeowner forum at 9:15 a.m., the Board meeting will begin at 9:30 a.m.

Don C. Hammer, Secretary

Glenda Greenhouse, President