

Medina Ridge Condominiums

Minutes for Board of Directors Meeting April 11, 2018

The meeting was called to order at 4:00.

Board members present for a quorum were Dennis Martenson, Lee Thoni, Barb Meyer, Sue Schneider, Jim Orr, Peter Perri and Barb Kelly. Property Manager Sheri Nelson was also present.

Orr moved and Schneider seconded that the agenda be adopted with the following two additions: IX. G – Memo on Smoke Free Policy and H – Tree Removal. Motion passed.

Thoni moved and Perri seconded that the BOD minutes for 2/12/18 be approved. Motion passed.

Officer Reports:

President: BOD members met with the roofing contractor, NMC. The project will be a mid-May start due to road conditions. A second bid was received for gutter installations for \$30,000 more than the first bid. No other contractors submitted bids.

Treasurer: MRC is \$12,000 less than budget at the end of the first quarter. There will be spring/summer expenses. CDs have been obtained for Replacement Reserve funds when the Vanguard account was closed. The full financial report is available for review in the business office.

Property Manager's Report:

Guest suite rental: 8 times in January, 0 in February, and 20 times in March. The Ridge Room was rented one time in March.

Unit 105 will be going on the market soon. Unit 312 is being made ready for sale. Unit 309 is the only unit currently for sale.

The MRC website now contains the BOD agendas, minutes and financial reports. The group email has been set up and tested.

There has been no bill or invoice from the Christmas tree lighting company despite MRC correspondence on the matter.

Maintenance updates:

- Garage floor drains have been jetted out.
- Elevator pits have been cleaned and sump pumps are working. Additional work due to corrosion is needed but there is no danger.

- All stairwell painting has been completed. Carpet installation in the stairwells will be scheduled.
- Garage floor sweeping and cleaning is scheduled for Monday April 23.
- Commercial Steam Cleaning will clean the common area carpets on May 15. Discount pricing will be offered to residents.
- Dryer vent cleaning, garage door replacement, and some landscaping are being delayed due to roof replacement.
- Unit furnace filters and algacide tablets will be scheduled.

New Business:

1. It was moved by Thoni and seconded by Orr to direct the Property Manager to handle the proposal for a policy to distribute BOD agendas and minutes as an administrative matter. Motion passed.
2. It was moved by Perri and seconded by Orr that C&M be awarded the contract to install HVAC condensate line cleanout devices in the units and common areas. Motion passed.
3. It was moved by Perri and seconded by Orr to approve a resident's request to use garage stall 149 to work on his hobby on a trial basis. Motion passed.
4. No action was taken on a resident's request for window washing.
5. There is a new, updated form for MRC committees to complete and the BOD to approve.
6. The proposal for the stairwell carpeting has been approved but there is a revision; no vote is required.
7. A resident has made a proposal that MRC be a smoke-free building. The BOD directed the Property Manager to survey the residents as to their wishes on this issue before any further action is taken.
8. It was moved by Thoni and seconded by Perri that the tree growing too close to the building near unit 116 be removed. Motion passed.

The next Communication Meeting is May 17, 2018 at 3:00.

The next tentative BOD Meeting is June 13, 2018 at 4:00.

Perri moved and Thoni seconded that the meeting be adjourned at 5:07.

Respectively Submitted by,

Barbara J. Kelly, Recording Secretary