

## **Cherokee Garden Condominium Association Board Minutes**

### **Monday, March 20, 2023 – 6:30 Regular Session**

**Present:** Goodnow, Freitag, McKinley, Levy, Ayers, Griggs, Bowes, Hartwig, Hoffman

**Guests:** Harold Kunz, Edith Hilliard, Tom Martin and Mike Finnegan

**Absent:** None

#### **Visitors Comments:**

Edith Hillard discussed a recent incident in her building that involved strong paint fumes coming from a unit in her building that is being renovated. The fumes were caused by a contractor hired by the homeowner to spray paint inside the unit without properly ventilating the space. Edith said the paint fumes were very strong. She indicated the air quality improved once the unit was ventilated. She asked the Board to consider making a rule to try to prevent this from happening again in any other unit in the future. The Board said they will discuss this issue and they will make a recommendation.

Harold Kunz said the area in front of his building was damaged by snow removal equipment from the Association across the street. Tom said he will discuss this with the snow removal crew for their Association. Harold also wanted to know the status of the carpet damage in the hallway where an owner accidentally tore carpet on the basement level. The Association's carpet contractor was still trying to find a matching or complimenting carpet for the repair.

Goodnow called the meeting to order at 6:43 p.m.

**Minutes:** Motion made, seconded and passed to approve the minutes of the January 16, 2023 meeting.

**Treasurer's Report:** Paul Hartwig reported the Association has a net income through February 28<sup>th</sup> of \$111,491 compared to a budgeted income of \$139,830. We are over budget to date in the amount of \$28,338 which \$15,461 of the overage is in heating gas. A motion was made, seconded, and passed to accept the Treasurer's report.

**Manager's Report:** Tom Martin distributed a copy of the outside financial auditor's report to the Board to each Board member. The auditors made no exceptions and found our financial records in good order. Each member received a copy to review. Tom and the Board thanked Rick Lenart, our long time CPA for his excellent work keeping the association's financial reporting in excellent order.

Tom reported the maintenance staff spent a considerable amount of time battling some difficult snow storms and an especially challenging late February ice event followed by heavy rain. One skylight leaked but overall, the new roofs did very well. The roofers came back and fixed the problem as soon as the roof was clear. A few other buildings had some leakage causing minor damage.

Tom reported he is close to getting 2023 roofing bids for the 8 buildings scheduled for roof replacement this year. Once the bids are determined we will develop the actual schedule.

Tom discussed the parts availability for the elevators in our buildings. The elevator manufacturer said parts availability will be only through third party vendors as the manufacturer is no longer making some of the electrical components. Currently parts are still available but the electrical parts will slowly get more difficult to obtain. This means we will need to move up elevator modernization plans sooner than anticipated. Tom will get more information on timelines and anticipated costs.

Tom mentioned he spoke with the Association insurance agent and asked where they were seeing rates go for other Association's renewals. He said most are seeing some increases to keep up with the higher replacement costs. Our agent said he will put in a request to try to get the renewal information to us in time for our budget. He will also ask if they would consider any reduction or try to keep the rate as close as possible to the 2022-2023 rates.

**President's Report:** Jannis Goodnow reported the Association moved some funds into our money market account to prepare for the upcoming roof replacements and annual insurance payment. She also reported all funds are kept in FDIC insured accounts. We have a promontory account that automatically spreads out the balance to multiple banks so we don't exceed the FDIC insured limits. Jannis said as we wrap up roof replacements later summer, we will begin to move money into higher paying CD's.

**New Business:** Amy Freitag said she would like to see the Board establish a policy to protect owners from paint fumes to prevent this issue from happening again in the future. Jannis referred this to the rules committee to draft a policy proposal for the Board to review at an upcoming meeting.

**Old Business:** Doug Ayers asked for an update on the 1625 Golf Glen heating issue. Tom reported Hillestad Heating improved the piping in the mechanical room in January which improved efficiency and water flow through the boilers. No reported heating issues were reported after the piping improvement. Tom indicated the real problem only arose when it is extremely cold. In addition to the mechanical room piping Tom asked for an analysis to be done by the contractor's engineer to recommend if anything else needs to be done to improve the heating during extremely cold weather. Tom emailed the contractor a set of building plans for analysis and he is awaiting their recommendation.

The Board adjourned to Executive Session at 7:07 p.m. and reconvened to Regular Session at 7:12 p.m.

Motion made, seconded, and passed to adjourn meeting at 7:17 p.m.

**Next Cherokee Garden Regular Board Meeting to be held on Monday, April 24, 2023 –6:30 p.m. at the Clubhouse.**