

**ABC Condominiums  
Board of Directors Meeting Minutes  
May 11th, 2002**

**Attendees**

Board: Name, Name, Name, Name  
Management: Brett Shockey  
Homeowners/Guests: Name #308, Name #409

The meeting was called to order at 6:30 pm in Unit 101.

**Minutes**

Ken made the motion to approve the March 20th, 2002 minutes. Brett C. seconded the motion, the motion passed unanimously by the Board.

**Appoint Officers**

Following the election of new Board members at the Annual HOA meeting, officers were appointed as follows:

President: Name (one year)  
Treasurer: Name (two years)  
Secretary: Name (one year)  
Board Members at Large: Name (two years), Name (one year)

**Old Business**

**Unit #101 HVAC** – Ken presented the Board with a resolution for the noise and vibration problems caused by the HVAC unit for #101 currently situated on the building roof. Following the relocation of this unit from the garage to the roof a few years ago, owners from units #202 and 402 have expressed concern over excessive noise and vibration problems when the unit is operating. The relocation of the HVAC unit was requested by a previous Board, at substantial cost to the HOA. In light of the fact that the unit's location on the roof is causing serious livability issues in the affected units, and because the unit is nearing the end of its useful life, Ken proposed that the HOA and unit owners for #101 split the cost 50/50 of placing a new, more efficient HVAC unit into its previous location in the garage. The cost of this is approximately \$12,000. Thom moved to decommission the HVAC unit on the roof, replace it with a more efficient HVAC unit in the garage, the cost of which will be divided 50/50 between the HOA and #101. Brett C. seconded the motion, the motion passed unanimously by the Board.

**Exterior Window Cleaning** –Brett S. obtained bids for window cleaning. Thom moved to accept the bid from Strategic Cleaning, contingent upon the agreement that this bid will include cleaning window screens. Brett C. seconded the motion, the motion passed unanimously by the Board. Brett S. will verify that screens will be included, and then schedule the cleaning as soon as possible.

**Lobby Décor** – Discussion took place regarding the recent decision of the Board to discontinue plant care in the lobby. Suggestions for replacing the plants, reinstating plant care, as well as the possibility of installing a sculpture took place. Karen Holove and Tami French previously indicated that they would look into the cost of replacing and caring for the plants. The Board is open to other possibilities for the lobby décor.

**New Business**

**Building cleaning schedule** – Genevieve requested that the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> floor hallways be cleaned on a more frequent basis. The schedule will call for the hallways to be cleaned weekly, and the stairwells to be cleaned monthly. There will be no change in costs for maintenance service with this change.

Next meeting to be held Monday, August 12, 2002 at 5:45 p.m. in #101  
The meeting adjourned at 8:05 pm.