

**MEETING MINUTES – March 23, 2022**

- I. Call to Order – 6pm
- II. Minutes - Approval of meeting minutes from prior meeting - APPROVED
- III. Votes by E-mail
  1. Unit 21 Shower Drain Modification Approved 3-1-22
- IV. Manager's Report
  1. Wow Access to Meter Room – Tony secured new contract for access to the meter room. They fixed the frequency issues and addressed the cable that was cut.
  2. Grounds & Gardens Lawn Bid 2022 – Leslie mentioned we should pursue having this quote re-quoted as Steve mentioned some line items like grass cutting, fertilization and weeding can be re-evaluated. There is limited grassy areas, and Leslie told Steve last year, when they walked the property together, that he could cut the cost down since our property has little grass to cut.
  3. Unit 27 – Tim Riha Report – reviewed findings.
  4. Window Wall on 4<sup>th</sup> Floor metal frame responsibility
    - i. Attorney's response: If that aluminum is part of the window frame and essentially goes with the window, then the costs incurred from the Association repairing the leak may be assessed to the Unit. If, however the aluminum is separate from the window and its frame and is more like an exterior finish to the building, then the responsibility and costs are both borne by the Association.
    - ii. Prasad will purpose a broken-down quote and send to Tony so he can review.
  5. Top Caps Project
    - i. Enzo suggested a Zoom call with the engineer to ensure he has his questions answered prior to giving a quote. Carol would like to be involved in any conversations with Enzo and the engineer. Prasad mentioned he would like to vet the quote with another contractor. We should see at least one other quote. Debby would like to attend, Leslie does not need to attend.
  6. Please add Window washing to open project list – Debby requested. Tony will follow up with window washers for bids.
  7. Landscaping Project Redesign – Board approves Leslie to transition project to Katie. Tony will contact Grounds & Gardens to let them know we would like one quote for summer maintenance and for new landscaping. Leslie will work to transition the landscaping project to Katie.
    - Elevator Flooring Replacement – did not discuss.
    - Leslie mentioned she will be resigning her Board position as she will be selling her Unit.
    - Prasad asked why we don't have parking spot signs on the walls.
- II. Adjournment to Executive Session – 6:52pm
- III. Adjournment – 7:15pm
- IV. Next meeting to be held April 27, 2022 at 6:00pm – Conference call