

MEETING MINUTES – May 24, 2023

- I. PRESENT: DEBBIE, CAROL S., CAROL E., DANE, PRASAD
- II. Call to Order – 6:06PM BY DEBBIE
- III. Minutes - Approval of meeting minutes prior meeting – APPROVED (MOTION BY DEBBIE, SECONDED BY CAROL S.)
- IV. Financial Report - Balance Sheet, Budget Comparison, Water GL & Universal Utilities Statement – DISCUSSED
- V. Recent Sales Report – Active Pending & Sold in the last 30 days
 1. TONY HAS BEEN FORWARDING NEW LISTINGS BY EMAIL
 - i. UNITS 18 AND 28 ARE LISTED CURRENTLY; UNIT 23 LISTING PULLED
- VI. Votes by E-mail
 1. Board approved to move \$20,000 from CIT Reserve to Live Oak Savings Account earning 3.5% annually. Also move \$80,000 from CIT Reserve to Live Oak 6-Month CD: \$80,000 at 4.8% annually. We will keep reinvesting this amount, but will check each time it comes due, in case we need to funds for a project. – DONE, DISCUSSED; LIVE OAKS GAINING MORE INTEREST THAN CIT WAS
- VII. Action Items List
 1. Light bulbs on the first floor are in need of replacement. – Complete – THERE’S A BULB THAT’S BEEN DIMMING THAT STILL NEEDS TO BE SWITCHED OUT
 2. Add Cameras to the resident hallways on each floor – Bid Received
 3. See if there are options to earn interest on the funds we have. - Complete
 4. Get other bids for window cleaning. Dane & Debbie are sending vendors. – 1 additional bid received
 5. Add mail in lobby to spring reminders at the top. - Complete
- VIII. Manager’s Report
 1. WebPage – Potential buyers & Realtors often request to view a community website with minutes and other posted documents, community reminders, & general building information. AMI offers this for \$65 per month. There is usually a \$675 set up fee, but we are transitioning to a new web host and I can set this up for \$200 during that process and then \$65 to host, maintain, add documents, update, etc.

Here are 2 examples of webpages. We link them on the community page of AMI’s website.

<https://amicondos.com/assoc/atwater/> & <https://amicondos.com/assoc/stony-ridge/>

 - i. DISCUSSED AND APPROVED BY BOARD (MOTION BY DEBBIE AND SECONDED BY CAROL S.)
 2. Window Cleaning Vendor for 2023 – Up & Down (2022 vendor was \$2,200)
 - i. 2022 G&S proposal attached for reference. - \$5,708, OR \$4,631 IF AUG-SEPT, PLUS \$400 TO BRING WATER
 - ii. Supreme Exteriore Cleaning Bid 2023 - \$6,127.00 PLUS \$722 TO BRING WATER
 - iii. BOARD APPROVED FOR TONY TO TRY TO NEGOTIATE PACKAGE WITH G&S FOR 2 CLEANINGS A YEAR, IF NOT THEN APPROVED FOR ONE-TIME CLEANING FOR \$5,708 WITH NO WATER
 3. Additional Cameras to each floor (6 cameras vs 3 cameras | cost difference \$1,907.32)

- i. 3 cameras – 1 on each floor near the elevator \$4,024.32
 1. \$2,517 for wiring and installation
 2. 3 cameras @ \$449 each = \$1,427.82 with tax
 3. 3 camera mounting boxes @ \$25 = \$79.50 with tax
 - ii. 6 cameras – 2 on each floor at each end of the hallway \$5,931.64
 1. \$2,917 for wiring and installation
 2. 6 cameras @ \$449 each = \$2,855.64 with tax
 3. 6 camera mounting boxes @ \$25 = \$159 with tax
 - iii. TONY RECOMMENDS JUST DOING 3 CAMERAS NOW, INSTALLED AT ELEVATOR END OF HALLWAYS. VENDOR AGREED THAT HE WILL BRING OUT CABLE AND WILL JUST WIND IT UP AND STASH IT IN CEILING IN CASE WE WANT TO ADD 3 MORE CAMERAS AT OTHER END OF HALLWAYS LATER, THEN INSTALL WON'T BE SO EXPENSIVE BC CABLE WILL ALREADY BE THERE.
 - iv. CAROL S. ASKED ABOUT BUDGET AND IF WE CAN AFFORD TO DO THIS RIGHT NOW. TONY RESPONDED THAT IT WOULD HAVE TO COME OUT OF SAVINGS ACCOUNT. NOT URGENT, BUT COST MAY GO UP IF WE WAIT.
 - v. PRASAD DOESN'T EXPECT INFLATION TO KEEP INCREASING, AND EXPECTS INTEREST FROM NEW ACCOUNTS TO EARN AN EXTRA \$4,000 OVER NEXT YEAR.
 - vi. DANE KNOWS SOMEONE WHO OWNS A SECURITY COMPANY – OWEN TOWNSEND – IS SENDING TONY HIS CONTACT INFO TO GET A SECOND BID.
4. Tree Trimming – Arbor Tree - \$2,875
- i. RYAN CALDWELL HAVING ISSUES WITH SQUIRRELS CLIMBING OFF TREES AND ONTO BALCONY, DESTROYING PATIO FURNITURE. DANE HAVING SAME PROBLEM. ISSUE IS THAT TREES ARE TOO CLOSE TO BUILDING/BALCONIES.
 - ii. TONY SAYS ARBOR TREE SERVICE DOES BETTER WORK THAN OTHERS HE HAS WORKED WITH.
 - iii. THIS IS \$1,875 OVER WHAT WE HAVE BUDGETED. BUT IT NEEDS TO BE DONE.
 - iv. APPROVED BY BOARD. (MOTION BY DEBBIE, SECONDED BY CAROL S.)
- IX. Unfinished Business
1. Garage Water – DID NOT DISCUSS
- X. New Business
1. CAROL S. BROUGHT UP THAT PEOPLE ARE NOT FOLLOWING PARKING LOT DIRECTIONAL TRAFFIC AND IT CAUSES A PROBLEM WITH PEOPLE COMING AROUND THE SOUTHEAST CORNER OF THE BUILDING. TONY WILL SEND A REMINDER TO COMMUNITY THAT TRAFFIC IS DIRECTIONAL. IF PROBLEM STILL PERSISTS, WILL DISCUSS MARKINGS ON PARKING LOT SURFACE.
- XI. Next Meeting to be held on Wednesday, June 28, 2023 via Zoom.
- XII. Adjournment to Executive Session – AT 6:50PM (MOTION BY DEBBIE, SECONDED BY CAROL S.)