

MEETING MINUTES – April 28, 2025

- I. Call to Order
 1. 6:15pm, Present – Blaire Miller, Prasad Mohan, Carol Ellingsworth, Zhibai Zheng, Tony Major
- II. Minutes - Approval of meeting minutes from prior meeting
 1. Blaire moved to approve the minutes, Bill 2nd, motion carried.
- III. Financial Report - Balance Sheet, Budget Comparison, Water GL & Universal Utilities Statement
 1. The board agreed to add 75k to the CD
 2. Tony guided the board through the balance sheet details, and there were no questions raised.
- IV. Recent Sales Report – Active Pending & Sold in the last 30 days.
 1. Unit 18 is listed for 380k on the market.
- V. Votes by E-mail
 1. Unit 20 – AC Condenser Modification Approved 2-10-25
- VI. Action Items List
 1. Get Rochester Sign Shop to print a metal metro lofts logo sign. – Approved awaiting measurements
 2. Parking App for space sharing – on hold
 3. Change Bill's name in the entry door system. - Complete
 4. Entry door system needs to be updated with fake emails. – Complete
 - i. Also turned off a feature that was sending text message invites to new phone numbers to join the app.
 5. We should move more into the CD when it matures. - Noted
 6. Board approves the sign with Rochester Sign Shop. – Complete
 7. Clean the carpets on the 1st and 2nd floor. April 2025 – Complete
 8. Check if Avertx can switch to night mode. – Inspection Complete
 9. Quote a new camera system completely with night vision. – Spoke with Jacob at International Controls. Don't think we need to do this because the Avertx cameras do have night mode.
 10. Check if we can get a state farm umbrella for \$275 or if we have to go through Honeycomb? – Estimated premium received.
 11. Blaire will write email about board membership. - Complete
 12. Send out spring reminders. Early May
 13. Add a courteous statement to the end of the quiet hours in the rules & regulations to please let your neighbors know when the party will end. – Complete
 14. Generate a questionnaire for board members to answer during the annual meeting. – Complete

VII. Manager's Report

1. Arbor Tree Service
 - i. The board questioned who owns the trees inside of the patios.
 - ii. The board agreed to spend tree health care on the building premises.
2. Elevator Service Agreement – in progress
3. Cameras
 - i. Adding Cameras to the unit hallways \$450 x 3 cameras from Avertx
 - ii. International Controls Estimate - \$3,250 (deduct \$450 to only wire one side of each hallway)
 1. Blaire moved to approve the cameras purchase, Bill 2nd, motion carries.
 2. The board asked management to email the community to raise awareness about this installation.
4. Insurance
 - i. Umbrella Insurance Estimated Premiums – Application not yet submitted.
 1. The board agreed to proceed with getting the actual quote
 - ii. Roof Actual Cash Value Cosmetic Damage ACV vs Replacement
 1. 2% building value deductible. Building Value \$11,556,013.50 -> \$231,120.27 deductible
 - a. Board agreed to stay with ACV
5. Rules & Regulations Update
 - i. Blaire moved to approve the changes, Carol 2nd, motion carries.
6. Spring Reminders 2025
 - i. The second-floor common patio could benefit from outdoor furniture and greenery. Management will contact the co-owner regarding potential furniture donations.
7. Construction Email from Unit 26

VIII. Next Meeting May 26, 2025 at 6pm via zoom

IX. Adjournment to Executive Session

1. Blaire moved to adjourn at 7:15pm, Carol 2nd, motion carried.