

**Tuesday November 13, 2018**  
**Atrium Condo Board Meeting Minutes**

**Board Members Present:**

*President: Jeff Pisani*  
*Vice President: Mary Lou Muehleis*  
*Treasurer: Gail Menconi*  
*Secretary: Mari Gusloff*  
*Director: Ralph O'Connell*  
*Director: Frank Maurino*  
*Director: Dale Carlson*  
**Also Present:** *Frank Catalano*

**Call to Order:** *Jeff Pisani at 6:30pm*

**Quorum Established:**

**Minutes:**

- *Approve the Minutes from the 9/18/18 Meeting - Mary Lou Muehleis motioned & Dale Carlson 2<sup>nd</sup> - All in Favor*
- *Approve the Minutes from the 10/1/18 Special Meeting - Ralph motioned & Frank Maurino 2<sup>nd</sup> - All in Favor*

**President's Report:** *Jeff Pisani*

*Stair Project:*

- *Core has had delays in obtaining the permits*
- *Work by Core was delayed by several days of rain in early October*
- *Core then put their workers on an indoor project & needed to finish that project before returning to our stair project*
- *Jeff Pisani has spoken with Core several times & they are aware that this is a problem*
- *The Board has documented & logged all of the delays*

- *The contract with Core was signed on 9/26/18 with a completion date of 10/26/18*
- *Adjustments will need to be made with Core when the project is completed*
- *Using the previous railings was discussed - need more info from other contractors for the railings*
- *Status on the collection of the Special Assessment - There are 8 residents who have not made any payments at this date - need to be in contact with them*

***Treasurer's Report:***

<i>Checking Account:</i>	<i>\$80,245.15</i>
<i>Reserve Account:</i>	<i>\$171,847.30</i>
<i>Total:</i>	<i>\$252,092.45</i>

***Manager's Report:*** *Frank Catalano*

- *Also see attached Manager's Report*
- *Unit 508 has a large crack that needs to be repaired by the Atrium Association - Nancy Hamilton (soon to be the new owner) requested that the repair needs to be done as soon as possible*
- *Unit 106 - outdoor electrical outlet repair to be done*
- *Window washing - should we wait to have the exterior windows of the whole building, done next Spring*
- *Should the association pay to have the exterior windows cleaned for the condos on either side of the stairs - Units 106, 206, 306, 406, 506, 606 & Units 104, 204, 304, 404, 504, 604*  
*Gail Menconi motioned & Mary Lou Muehleis 2<sup>nd</sup> - All in Favor - not to exceed \$800 total for 12 units - to be done after the stairs are finished & to be arranged for by the owners - reimbursed by the Association*
- *Beth Kujawa Unit 104, requested that the Association reimburse her for the extra electrical charges occurred by Core using her outdoor electrical outlet*

***Commissions:***

- *Architectural - Steve Gusloff (not present)*  
*Nothing new to report at this time*
- *Decorating - Marti Gusloff*  
*Nothing new at this time*
- *Landscaping - Gail Menconi*  
*New lighting proposals for extending lighting to the east side of the building & new lighting on the west side*  
*Considering ordering new Compact Car signs*

- *Finance - Gail Menconi*  
*Nothing new at this time*
- *Rules & Regulations - Mary Lou Muehleis*  
*It was suggested that we revise the rule about placement of motorcycles & scooters in the garage*  
*MC management company has an insurance tracking program with a cost per unit*  
*A Silver pick-up truck hit the garage door as it was going down*  
*Should we have some type of signal device installed for entering & exiting the garage*  
*Posted Signs by the Board - someone wrote on one of the signs - should we make a rule against writing on these signs*
- *Security, Safety & Insurance - Ralph O'Connell*  
*CO2 detector & garage fan control resolution - very expensive - update & alternative discussion*  
*Should all 3 associations use the same insurance company*
- *Housekeeping & Utilities - Carol Norgaard*  
*Garage floor cleaning - not needed to be done at this time*  
*Energy Audit completed - new light bulbs were installed in the garage*  
*Delay the Building's exterior window washing until next Spring*
- *Newsletter & Hospitality - Deb Gallet (not present)*  
*Upcoming events - Wednesday Bunco, Friday Happy Hour, Sunday Bear's games, Christmas Party - Events are going well & residents are enjoying them*
- *Homeowner's Association - Jeff Pisani*  
*Key fob entry for the upstairs entry to the Clubhouse - coming soon*  
*Gravel exchange at the dog park - happening soon*

***New Business:***     *Nothing at this time*

***Open Forum:***

- *Beth Kujawa has water leaking into her condo floor from her patio - started happening when the stair repair project began - more info to come*

***Adjourn: at 8:08pm***

*Submitted by Marti Gusloff, Board Secretary on 11/27/18*