

**APPROVED**

**ATRIUM CONDOMINIUM ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**TUESDAY, SEPTEMBER 17, 2019**

ATTENDANCE

<b>Jeff Pisani</b>	<b>President</b>	<b>Present</b>
<b>Mary Lou Muehleis</b>	<b>Vice President</b>	<b>Present</b>
<b>Marti Gusloff</b>	<b>Secretary</b>	<b>Present</b>
<b>Gail Menconi</b>	<b>Treasurer</b>	<b>Present</b>
<b>Ralph O'Connell</b>	<b>Director</b>	<b>Present</b>
<b>Dale Carlson</b>	<b>Director</b>	<b>Present</b>
<b>Deb Gallet</b>	<b>Director</b>	<b>Present</b>

Attending from MC Property Management Company were Michaelene Conrad and Mandy Briggs.

- 1. Call To Order-** The Atrium Condominium Association Meeting was called to order by Jeff Pisani at 6:32PM
- 2. Quorum Established**
- 3. New Board Member-** Jeff Pisani made a motion to nominate Deb Gallet as a Director on the Association Board, Marti Gusloff seconded, and all in favor. The motion was approved unanimously.
- 4. Approve Agenda-** Jeff Pisani made a motion to approve the agenda, Mary Lou Muehleis seconded, and all in favor. The motion was approved unanimously.
- 5. Approve Minutes-** Dale Carlson made a motion to approve the July 17, 2019 meeting minutes, Mary Lou Muehleis seconded, and all in favor. The motion was approved unanimously.

6. **Financial Report-** Mary Lou Muehleis made a motion to approve the June 30, 2019 and July 31, 2019 Financial Report, Marti Gusloff seconded, and all in favor. The motion was approved unanimously.
7. **Homeowner Session**
  - A. Homeowner questioned the process of the approval for the Insurance Rule Addition that was approved at the May Meeting. Management explained the process and informed her that the rule was approved correctly and was legally executed.
  - B. Homeowner brought up a concern that management does not call her back. The board informed the audience that if they are not getting a response to call and ask for Michaelene.
  - C. Homeowner brought up the tree treatments. The board informed the audience that vendors they used in the past may not have insurance.
  - D. Homeowner faxed in her insurance information. Management will check and see if they received it.
  - E. Homeowner raised concern for the north elevator interior. The board explained that they are aware of the unsightliness of the elevator and stated that they are working to refurbish the elevator.
8. **Front Entrance Stairs Update-** Jeff Pisani made a motion that if CORE Concrete does not complete this process by the end of this week that the attorney send CORE a letter of release stating that we do not owe them anymore money, we will retain the remaining amount of money that we have been withholding and we will end our relationship with them, Marti Gusloff seconded and Deb Gallet abstained. The motion was approved.
9. **Member Directory-** Jeff Pisani made a motion to email the member directory to all owners, Marti Gusloff seconded, Gail Menconi opposed, and Ralph O'Connell opposed. The motion was approved.
10. **APEX Window Cleaning-** The board directed us to not pay them. Management is to have APEX come back and they redo the work.
11. **M&T Exteriors-** Jeff Pisani made a motion that management send a letter to M&T Exteriors, stating that if they cannot get this completed by the end of September that we are going to cancel the contract and then we will look for a new vendor to complete the work, Mary Lou Muehleis seconded and all in favor. The motion was approved unanimously.
12. **Insurance Claim (Front Entrance Stairs)-** Farmers Insurance is to send management all of the items that they have questions about.
13. **Audit Update-** Management to call Cukierski & Cochrane to see what progress has been made on the audit for the year ending 3/31/2019. Management to send Deb Gallet the contract.
14. **Balcony Inspections-** Management to follow up with BASF. Management was directed to contact Delta City and Holton Brothers and have them bid on this.
15. **Garage Repairs-**
  - A. **Ratify ESS Proposal-** Jeff Pisani made a motion to approve the ESS Proposal at an hourly cost basis, Marti Gusloff seconded, and Deb Gallet abstained. The motion was approved.

- B. Ratify Holton Brothers Proposal-** Marti Gusloff made a motion to approve the Holton Brothers proposal at a cost of \$31,380.00, Gail Menconi seconded, and Deb Gallet abstained. The motion was approved.
- C. Ratify Innovative Garage Door Proposal-** Mary Lou Muehleis made a motion to approve the Innovative Garage Door proposal at a cost of \$3,489.00, Ralph O'Connell seconded, and Deb Gallet abstained. The motion was approved. Management to check with Innovative about adding a threshold at the bottom of the door to keep water out of the garage.

**16. Dakota Evans Proposal-TABLED**

**17. Sprinkler and Fire Pump Proposal-** Jeff Pisani made a motion to approve the Affiliated proposal to test the fire pump and sprinkler system at a cost of \$860.00, Dale Carlson seconded, and all in favor. The motion was approved unanimously.

**18. Security Camera Proposals-** Deb Gallet made a motion to approve the installation of a security camera at a cost not to exceed \$1,500.00, Marti Gusloff seconded, and all in favor. The motion was approved unanimously.

**19. 2019-2020 Snow Removal Proposal-** Jeff Pisani made a motion to approve the A-K Maintenance, Inc. per push proposal for the 2019-2020 snow removal, Deb Gallet seconded, and all in favor. The motion was approved unanimously.

**20. Battery Back Up Proposal- TABLE** Jeff will call the vendors.

**21. Trench Drain Replacement Proposal- TABLE** GLS to meet with Deb Gallet and Dale on site.

**22. Architectural Modification Requests-**

- A. #302 Unit Remodel-** Marti Gusloff made a motion to approve the unit remodel as presented to the board, Dale Carlson seconded, and Deb Gallet abstained. The motion was approved.

- B. #404 Flooring-** Ralph O'Connell made a motion to approve the flooring installation as presented to the board, Marti Gusloff seconded, and all in favor. The motion was approved unanimously.

**23. Executive Session-** Jeff Pisani made a motion to move into executive session at 9:22PM, Dale Carlson seconded, and all in favor. The motion was approved unanimously.

**24. Adjournment-** Jeff Pisani made a motion to adjourn the meeting at 9:58PM, Dale Carlson seconded and all in favor. The motion was approved unanimously.