

PTCA Board Meeting Minutes

September 19, 2016

The September 19, 2016 PTCA Board Meeting was called to order at 6:00 pm. Board members present were: Ray MacPherson, Ken Wright, Tae Kwon, Jeanette Fournier (Manager CDC), and Jean Kampen.

President's Report – Ray reported that Kay resigned from the Board; subsequently we talked with several people and Becky Wingstrand has agreed to serve on the Board in Kay's unexpired term. Thanks to Kay for all her hard work through the years. Kay has been our source to our residents – she is a wealth of information!

Secretary's Report – Motion was made, seconded and approved to accept the minutes of the Regular August 15th Board meeting & the Special Board meeting of August 29th. Motion made, seconded and approved to accept minutes as presented.

Treasurer's Report – The treasurer's report was given. Motion made, seconded, and approved to accept the Treasurer's report as given.

Manager's Report – Jeanette reported there have been a lot of changes in owner roster – that has been up-dated. Up-dated 3 insurance policies for rental units. Working on getting asphalt bids. Parking sign has been ordered. Everything else is on deck. One owner declared they wanted to be a rental unit, but then rescinded; a different owner requested today to become a rental unit.

Committee Reports

- Rules – Ready tonight to be voted on. Changes are to Sections 4, 12, & 15. Section 4 incorporates the letter from Management Trust regarding delinquency collection policy; Section 12 regards garage storage; Section 15 regards storage in general. Move to approve changes to Section 4, 12, & 15, seconded and approved. Motion made, seconded and approved to make changes effective November 1st.
- Maintenance/Landscape – We agreed to make changes in Arnold's workspace. Lee has been working with this to get it done. Ken and Kay did a walk-through regarding the irrigation. Wall – received updated wetlands proposals. We are waiting for the geo survey then these two plans will go to the City for approval.
- Interior Design – Lobby is decorated for fall and after October 1st it will be Halloween. Lights are now blue and green for Seahawks.
- Social Committee – Bunco – 8 people were there. The next event will be Octoberfest dinner in October.
- Security – No report. Elevator cameras are working intermittently. P2 door has been repaired and back in full service.
- Budget & Finance – Two accounts to write off.
 - 1) **Motion** made, seconded and approved to write off account 656470 (\$8,020) to a remaining balance of \$5,224.
 - 2) **Motion** made, seconded and approved to write off account 656457 (\$1307.30) to -0-.

Other Budget Financial Decisions:

- **Earthquake Insurance** – Motion made, seconded and approved for PTCA to *not* purchase earthquake insurance due to cost.
- **Special Assessment** - Motion made, seconded, and approved for a \$200,000 Special Assessment for the Northeast Wall consultants and repair. Funds for consultants and repairs to be withdrawn from the Reserve Account repaid by this Assessment. Repayment schedule to be 30 months starting January 2017 in Unit Owners' allocated percentage. Notification to each unit owner at their mailing address of record via United States mail will be made by The Management Trust Company as required by law.
- **2017 Reserve Study** – Motion made, seconded and approved to approve the 2017 Level 1 Reserve Study at the Contribution Threshold Level of \$156,360.
- **2017 Budget** – Motion Made, seconded and approved to approve the 2017 Budget of \$439,415 applying the 2015 Audited Surplus of \$28,530 to reduce 2017 dues in Unit Owners allocated percentage.
- Update on Moves In/Out – No resident moves but 10 furniture/appliance move in/out.
- Book club – The next book scheduled for book club is Reach for the Sky: The Story of Douglas Bader by Paul Brickhill . The meeting date is October 27th.
- Lobby Task Force – The Lobby Task Force has a tentative plan for refurbishing the lobby and made a presentation to the Board. There will be a workshop regarding the proposed plan on Tuesday, October 4th at 6 pm.
- Newsletter – If anyone has something they would like included in the Newsletter, please let Jean know. The Rules Committee will submit reminders that can be included in the Newsletter.

Old/Unfinished Business –

- Elevators – Jeanette has not had a response from the elevator company to find out why the one elevator did not pass inspection. When that passes, we will get our license.
- Parking Lot Update – The asphalt in the Guest parking is getting really bad. We are working on get a quote to re-do the asphalt the area from the main entrance around back to the speed bump.

New Business

- Annual meeting date – Wednesday, November 16th. Budget ratification at 6 pm followed by annual meeting, no later than 6:30 pm.
- Two open board positions up for election at the November meeting – if interested contact any BOD or Jeanette.
- In the past we have miss-practiced our right to proxy vote. Proxies obtained for the annual meeting will be valid for only the annual meeting. If you need a proxy for the budget ratification, you must request one from Jeanette. One proxy for both meetings will not be allowed. The Management Trust Company will send a packet of information with details for using proxy votes prior to the meeting.

Announcements – None as they were covered under New Business

Open Forum

- Did we look at the dirt under the asphalt to see if it was the cause of the bridge construction? Yes, we did.

- The Condo Act, RCS 64.34 addresses all types of information, including budget ratification.
- Can we voluntarily provide proxies? The Board has historically decided not to provide proxies.
- Dometop Association Meeting – Will attended the meeting last Monday. Good News: Shut down 7 massage parlors in the area. Thieves are ‘stealing’ electricity – keep your eyes open if you see yellow cords from the wires. If you see graffiti, call 311. The homeless camp was evicted; the area could not be bull-dozed because of its terrain.
- How do bankruptcies and foreclosures affect the special assessment?
- Asphalt sealing – ever considered pouring concrete?
- The \$200,000 for the wall repair is not a firm number; we will know more in the spring time. If it comes in more, there will be a second assessment.

Motion, seconded and approved to move into Executive Session at 7:01 pm. Returned from Executive Session at 7:26 pm.

There being nothing to report or vote on from Executive Session, moved to adjourn at 7:29 pm.

Respectfully submitted,

Jean Kampen, Secretary