

# PTCA Board Meeting Minutes

## January 15, 2018

The, PTCA Board Meeting was called to order at 6:04 pm by President Ray MacPherson. Board members present were: Ray MacPherson, Ken Wright (via phone), Lee Kartes, Gary Brackett, Jean Kampen, and Denise Rasmussen from Management Trust.

Secretary's Report – The minutes from the October 16, 2017 regular Board meeting were read; motion made, seconded and approved to accept as read.

President's Report – Thank everybody who came to the annual meeting. It went well.

Secretary's Report – Nothing further to report.

Treasurer's Report – The treasurer's report was given. Motion made, seconded and approved to accept Treasurer's Report. There is a minimal amount of dues past due. Total spent on wall project as of 12/31/17 was \$46,417.

Manager's Report – Lee and Denise did inspection last Wednesday of the common areas. Everything went fairly well. Management Trust found out there was a problem with some people's payments through ACH; things should be straightened out now. Denise has had several homeowners wanting to pay off their assessments. There were some issues with fans, water tanks, red roof, insurance claim filed. Thyssen Krupp (TK) should have the elevator inspection done before the end of March; Rebecca is the new TK account manager for us. Kelly Ray has decided not to stay with Management Trust so Denise will remain our manager for now.

### Committee Reports

- Maintenance/Landscape – Arnold has picked up a number of responsibilities. We will get a buffer so he can do elevator lobbies and other common areas. Arnold is handling the extra work well. We had the red roof cleaned. Lee sends out a picture daily of the wall project; the contractor is very professional; they make sure the site is cleaned every day.
- Social Committee – Nothing to report.
- Interior Design – Valentine's Day decorations are up and will remain until the day after.
- Security – Make sure garage doors are closed completely when entering and exiting the garage.
- Budget & Finance – No up-dates.
- Update on Moves In/Out – 4 move-in, 2 move-outs; none scheduled; 6 furniture moves; contractor deliveries 2 and 2 scheduled. Before Helen Lowe was ill, she had resigned as a move monitor. **Moved, seconded and approved to send Helen a thank you for her years of service as Move Monitor.**
- Book Club – The next one January 18<sup>th</sup> is Hillbilly Elegy by J.D. Vance.
- Newsletter –.
- Governmental Affairs – We had one committee member move out and another gone for the winter. **Move, seconded and approved to send thank you letters to Shirley Smith for all her letters and active interest and to those assisting persons in involved agencies, in keeping our community safe and clean.** April is the time-frame for Meeting with Police for a forum, in conjunction with the Social Committee.

- Rules – No Report.

#### Old/Unfinished Business

- Elevator Permits – There were some questions from the Board of who we ‘pin this on’ as far as fines. L&I was sending letters to 2 different addresses, which don’t exist. The Collection Company gave Denise some of the documents. This will be discussed further in Executive Session.
- NE Soldier Wall Up-date – Nothing else to report. Pictures are being posted every other day. Work is going according to schedule. They are very professional and coordinate with the engineers very well. When it is all done, the only way we will know anything was done is the new, fresh blacktop. Ken will send the pictures to DBM.

#### New Business.

- **Moved, seconded, and approved to pay up to \$1800 to Blaze Electric for the two wall pack lights on the NW end of the garage, to include labor and parts and tax to be funded from the Reserve Account.**
- When we brought Arnold on, we agreed to give him assistance on his cell phone bill. We agreed to pay \$50 per month to assist. To this point funded \$100 out of Operating Account. Ken will do some further investigation when he returns. No motion needed.
- **Motion made, seconded, and approved to purchase Task-Pro Floor Machine for low speed buffing not to exceed \$600 including tax to be funded from Reserve Account.**
- Fitness Room – the treadmill and stationary bike – the displays are not working. A vendor has looked at it and we should have quotes soon.

#### Announcements

- Mandatory fire inspection on Monday, January 22<sup>nd</sup>. It should start about 9 am. In the past, it’s usually done by lunchtime. If someone is not here and we have no way to get it, they will come back one time free. A second visit will cost and that cost will be passed on to the owner.

#### Open Forum

- Issues with insurance several months back – that was an issue of insurance for the wall project. Because of rental cap, owners must prove they have insurance in order to rent their unit. If they have not done it, they are fined.
- Questions about the wall project – they are in the info sheets. People can call Ken if they have questions.

Motion, seconded and approved to move into Executive Session at 6:44 pm to discuss personnel and other issues.

Returned from Executive Session at 7:29 pm.

Nothing to vote on; the issue of the elevator penalties and fines are still being resolved.

Move, seconded, and approved to adjourn at 7:29 pm.

Respectfully submitted,  
Jean Kampen, Secretary