

PTCA Special Board Meeting Minutes

June 9, 2017

Called to order at 3:00 pm.

Present: Ray MacPherson, Gary Brackett, Ken Wright, Jean Kampen. Tae Kwon and Jeanette Fournier – Excused

1. Asphalt Quotes – This project started last spring. Have gotten two bids. Stanley Patrick and Cedar Creek. Work is from the east garage door of P1 and around south to the including the front area, including in front of the garages. Guest parking will be taken out and replaced. Striping and numbering will be done in P1 and P2. Will paint the center pillar in P2 yellow to make sure it stands out. **Move to accept the Cedar Creek Contract to stripe, seal, and asphalt work in the Guest parking for a cost of \$10,841 to be funded from the reserve account. Motion made, seconded, and approved.** We have permission to use the area by the corner brick building for parking during this work. Only entrance will be the north entrance of P1. Plan – notices on cars, notices in elevators, hand delivered to owners of the vehicles, and Jeanette will send out ‘hard’ letters. May try to get the drain cleaning done at the same time.
2. Fire Door Report/Actions Required – Some of the fire doors did not close when we had the false fire alarm. Simplex came out to find out what happened and there is a list of all doors. Davis Door may need to come out to make necessary adjustments (i.e., adjusting sweeps, new closers, etc). Code is that doors are required to close, primarily for smoke. There are 16 doors that need to be checked out
3. Fence Repair – Spenser will fix the fence. **Board approved in unanimous consent for Spenser to make the necessary repairs for a cost of time and materials not to exceed \$2,000, from the operating account.**
4. Moved to go to Executive Session at 3:16 pm.

Returned from Executive Session at 3:50.

Move to approve a Vendor Appreciation of \$1,000, seconded, and approved. Historically we have given appreciation money twice a year to the Maintenance Person. Last year we didn’t give as much – we up-graded his office instead.

Move to adjourn at 3:52 pm.

Respectfully Submitted,
Jean Kampen, Secretary