

**One Bratenahl Place Condominium Association
Minutes of the Oct. 8, 2019 Board Meeting
Property Manager's Office**

Members Present: Ted Westbrook, M.D., President
Scott Kilpatrick, M.D., Vice President (by phone)
Corrine Hartman, Treasurer
Mark Rodio, Secretary
Sue Dempsey, At Large
Bill Christ, At Large
Ronnie McConnell, At Large (by phone)

Members Absent: None.

Invited Guests: Blair Cancelliere and Bill Pender, First Realty Property Management

Call to Order:

There were sufficient members for a quorum. The Board Meeting was called to order at 6:03 p.m. by President Ted Westbrook.

Meeting Discussions:

1. Motion for Resolution to Approve Sept. 24, 2019, Meeting Minutes, as revised by Mark Rodio, second by Sue Dempsey; unanimously approved.
2. President's Report: no report separate from agenda items.
3. Treasurer's Report: prepared draft summary report of 2018-2019 actual compared to budget, will prepare this monthly going forward on current year numbers; draft summary report of MR&R 2018-2019 actual compared to budget, will prepare this going forward on a monthly basis; Motion for Resolution to approve amendment to 2019-2020 budget with 7 items listed on distributed handout (including transfer of operating surplus to reserves at end of each fiscal year) by Corrine Hartman, second by Sue Dempsey; unanimously approved.
4. Manager's Report: air handlers in bar and salon were cleaned and serviced; first floor windows painted, elevator panels refinished; fire alarm Phase 1 is done (panel and pull stations); may add a bike rack in NW corner of garage; still working with Spectrum on service issues recently reported by residents; met with second contractor on garage ceiling; received first bid on gate house construction; will look into postponing elevator work until January (after the holidays).
5. Old Business:
 - a. Open Meeting: discussion whether to postpone the meeting; discussion regarding possible agenda and sufficient time for Q&A; Motion for Resolution to postpone and reschedule to Oct. 30 at 6 p.m. as Information Meeting by Mark Rodio, second by Corrine Hartman; unanimously approved.
 - b. North Surface Parking Lot: discussion regarding overnight parking; K&C letter provides guidance that 2BP cannot prohibit overnight parking; perhaps suggest a

72-hour recommendation as presumptive “temporary” parking; Ted and Scott will liason with 2BP.

6. New Business:

- a. Gardiner: water treatment contract and HVAC contract (re-write only); Motion for Resolution to approve both by Mark Rodio, second by Bill Christ, unanimously approved.
- b. Audit: proposal from Devin & Associates (current auditor), will be revised regarding presentation of audit results; discussion regarding payment of sales taxes on food & beverage directly by the Association, since we own liquor license, and then the amounts are recovered from the restaurant operator.
- c. Laundry Exhaust: proposal to clean both systems (north and south); Motion for Resolution to approve by Mark Rodio, second by Sue Dempsey; unanimously approved.
- d. Voting Letter: discussion of letter circulated regarding “importance of voting,” left on doors of unregistered voters.

7. Committee Reports:

- a. House: no new report, working on RFP.
- b. Landscape: plan for 150 perennials was recommended by the Committee.
- c. Marketing: printed some sample brochures, working on update; reviewing website.
- d. MR&R: new volunteer Marilyn Kramer, Motion for Resolution to approve by Mark Rodio, second by Sue Dempsey; unanimously approved.
- e. Social: circulated minutes; meet and greet was successful; tree trimming on Nov. 30; holiday party Dec. 12; considering new tree and new decorations.

8. Discussion regarding storage locker policy.

9. Regular Meeting adjourned at 7:25 p.m.

Respectfully,

Mark Rodio, Secretary

