

**One Bratenahl Place Condominium Association
Minutes of the Feb. 25, 2020 Board Meeting
Management Office**

Members Present: Ted Westbrook, M.D., President
Corrine Hartman, Treasurer
Mark Rodio, Secretary
Sue Dempsey, At Large
Ronnie McConnell, At Large

Members Absent: Scott Kilpatrick, M.D., Vice President
Bill Christ, At Large

Invited Guests: Blair Cancelliere, First Realty Property Management
Jay Cusimano, Kaman & Cusimano

Call to Order:

There were sufficient members for a quorum. The Board Meeting was called to order at 5:57 p.m. by President Ted Westbrook.

Meeting Discussions:

1. Motion for Resolution to Approve Feb. 11, 2020, Meeting Minutes, by Mark Rodio, second by Ronnie McConnell; unanimously approved.
2. President's Report: met with Carl Muller, discussed gatehouse, 2BP is willing to contribute additional money to build something more than same as previous.
3. Treasurer's Report: YTD report on budget to actual; most items are favorable to budget; finance committee recommends changing bylaws to require personal guaranties from LLCs or trusts, Motion for Resolution to Approve by Corrine Hartman, second by Mark Rodio; unanimously approved; update Reserve Study for fully funding plan, need to have combined meeting between MR&R and Finance to discuss.
4. Manager's Report: insurance renewal is on App Folio for review, renewal is April 1, 2020; attended NEORSD appeal on Feb. 24; Penthouse insurance policy: tabled discussion of any changes; Restaurant background checks: Blair and Ted will follow-up with Gino; lobby flowers contract is up for renewal, House Committee should obtain competitive quotes; rec'd draft audit; 401(k) for union employees is being reviewed; still expected 3rd quote on gatehouse from Hill St.
5. Old Business:
 - a. Coffee service: Blair will talk to Aramark about a trial period for liquid coffee.
 - b. Lobby Chandeliers: obtained competitive quotes; asking for reference on prior chandelier work from both.
 - c. Treadmill: wait until replacement is needed.
6. New Business:
 - a. Additional Bike Storage: hold-off until clean current areas and rearrange racks.
 - b. Fans in elevators: 3 of the 4 exhaust fans are non-functional and need replaced; discussed Kone Proposal for \$5,514.00; Motion for Resolution to Approve,

- subject to usual terms & conditions, by Corrine Hartman, second by Mark Rodio; unanimously approved.
- c. Ramp lighting: Discussed Shannon Electric Proposal to re-feed garage ramp lighting for \$2,210.00; Motion for Resolution to Approve by Sue Dempsey, second by Corrine Hartman; unanimously approved.
 - d. Reserve Study Update: Discussed Proposal from Reserve Advisors for Reserve Study Update with Site Visit for \$4,325.00; Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell; unanimously approved.
7. Ratify actions outside meeting:
- a. CO#3 with M-A Bldg. for \$10,500 total; Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell; unanimously approved.
 - b. Tennis Court maintenance for \$3,800.00: Motion for Resolution to Approve by Corrine Hartman, second by Ted Westbrook; unanimously approved.
8. Committee Reports:
- a. House: meeting next week to discuss flowers & garden court; reviewing two pianos; concern with dust in garage; guest suites considering touch-up.
 - b. Landscape: met on Feb. 16, will postpone next meeting past March 1.
 - c. MR&R: no report.
 - d. Marketing: tabled.
 - e. Social: needed new tree, \$750 pre-lit, 12 foot tree; Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell; unanimously approved.
9. Regular Meeting adjourned at 6:55 p.m.

Respectfully,

Mark Rodio, Secretary

