

**One Bratenahl Place Condominium Association  
Minutes of the April 28, 2020 Board Meeting  
By Telephone**

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

**Members Absent:** None.

**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 3:05 p.m. by Secretary Mark Rodio.

**Meeting Discussions:**

1. Motion for Resolution to Approve April 14, 2020, Meeting Minutes, by Mark Rodio, second by Ronnie McConnell; unanimously approved.
2. President's Report: no separate report other than agenda items.
3. Treasurer's Report: no separate report from written summary; question regarding whether anything still owed for garage ceiling, First Realty will review; final audit is available for review, no issues, please approve in App Folio.
4. Manager's Report:
  - a. List of issues on hold, Shannon Electric continuing work, monitoring Bistro sales; Blair reports resident handbook updated; employee handbook will be recirculated to the Board; Board needs to review revisions to resident handbook to resolve any conflicts, maybe have a special meeting; pressure washing exterior wall started yesterday, getting revised tuckpointing estimates.
  - b. COVID-19 Signage: discussion regarding taking down signage on upper floors but need to send special notice to the building that these are coming down but all still remain in effect per the updated Gov. discussion today. Mark to work on consolidating one document to go with this notice to residents.
5. Old Business:
  - a. Gatehouse: working with Rogers & Cahill; another quote was obtained from contractor provided by 2BP for approx. \$120,000 (MUI Construction -- Joseph Friscone); pulled-up foundation to confirm may be able to use existing and save money; waiting for another quote from Rogers & Cahill.
6. New Business:

- a. Annual Meeting and Mail Voting: can proceed with election, Ted Westbrook considering “virtual” meeting; per Jay Cusimano, can proceed with election by mail but legally there is no provision to do it virtually, legislation passed to allow cities to do this but not private associations, could have a “virtual” meeting but it would not be the official “annual” meeting, probably cannot extend election because there is no provision for it in Declaration/Bylaws; Board will like to have virtual “meet the candidates” if possible.
  - b. Need to announce that in-person Annual Meeting is postponed due to COVID-19; Motion for Resolution to Approve by Mark Rodio, second by Scott Kilpatrick, unanimously approved.
  - c. Fire Alarm Phase #3: quote for \$147,000, spread over current and next fiscal year; Motion for Resolution to Approve by Corrine Hartman to approve following originally budget payment schedules, second by Mark Rodio; unanimously approved.
  - d. Gardiner Quote for 2 Pressure Relief Valves: \$1,985 quote, Blair got a second quote within a couple hundred; Motion for Resolution to Approve by Ted Westbrook, second by Ronnie McConnell; unanimously approved.
7. Regular Meeting adjourned at 3:46 p.m.

Respectfully,

Mark Rodio, Secretary

