

**One Bratenahl Place Condominium Association  
Minutes of the May 26, 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 3:02 p.m. by Secretary Mark Rodio.

**Meeting Discussions:**

1. **Motion for Resolution to Approve May 12, 2020, Meeting Minutes, by Mark Rodio, second by Sue Dempsey; unanimously approved.**
2. President's Report: see gatehouse report below.
3. Treasurer's Report: see written reports; updated MR&R spend to date; \$125,000 may not get done this year; some owners are willing to move forward with window replacements in their units despite COVID-19; per Jay, annual budget includes an annual assessment so do not need to assess separately if gatehouse exceeds insurance proceeds.
4. Manager's Report: see written report; balance of garage ceiling invoiced & paid; got necessary repairs done in switch-over from heat to air; quotes on wall expected within a week; discussion regarding window glazing will be accrued before August and performed in the fall; discussion regarding fire alarm cost allocation thru budget years; 3<sup>rd</sup> phase of fire alarm will require access to units; discussion regarding COVID delayed projects, we are still in a pandemic; discussion regarding dead plants in garden court, Sue Dempsey will discuss with vendor.
5. Old Business:
  - a. Gatehouse Status; Ted met with Blair and 2BP this morning regarding extent of rebuild and whether to build bigger than we had; 2BP will poll its board and then get back to us on how they prefer we proceed, likely tomorrow; most likely result will be to revise drawings to use existing footers; Blair will ask Rogers & Cahill to revise quote for non-copper roof and to add concrete planters where bollards would otherwise be placed; per Jay, no issue with changing the roof.
  - b. **Motion for Resolution to Approve Rogers & Cahill at \$82,050, with up to 15% contingency; with metal instead of copper and potential addition of**

**concrete planters to be approved by MR&R and First Realty, by Mark Rodio, second by Scott Kilpatrick, unanimously approved.**

6. New Business:

- a. **Power Washing by CMS Group: masonry walls around building perimeter and concrete walkways, cost of \$2,145; Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell; unanimously approved.**
- b. Fitness Center: discussion about reopening; discussion about sign-in sheet, set occupancy **limit at 8 people, no classes, require waiver**; discussion whether to limit the hours; discussion regarding posting cleaning schedule; waivers required before continued use; discussion whether to change keys; assume everything is contaminated, **wash your hands, don't touch your face, wear a mask**; Per Jay, be flexible in your policies if see issues that need addressed; discussion regarding air circulation and need for residents not to turn-off the exhaust fans; ceiling fans will be set to blow air up, not down. **Motion for Resolution to Approve requiring waivers by Sue Dempsey, second by Scott Kilpatrick; unanimously approved.**
- c. Election ballots will be counted by Auditor with volunteer observers (Julie Jarman and her staff, Leann Smith, Rich Nicholson); minimum number of volunteers due to COVID-19; meeting will be held after results are determined on Thursday, May 28, 2020, to elect new officers. **Motion for Resolution to Approve election committee by Mark Rodio, second by Scott Kilpatrick, approved 5-2; Blair will contact Auditor regarding whether we have achieved quorum.**

7. Regular Meeting adjourned at 4:19 p.m.

Respectfully,

Mark Rodio, Secretary

