

**One Bratenahl Place Condominium Association
Minutes of the April 27, 2021, Board Meeting
By Zoom Conference**

Members Present: Ted Westbrook, M.D., President
Bill Christ, Vice President
Sue Dempsey, Treasurer
Mark Rodio, Secretary
Christopher G. Axelrod, At Large
Ronnie McConnell, At Large
John Peca, 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 4:05 p.m. by Secretary Mark Rodio.

Meeting Discussions:

1. Motion for Resolution to Approve March 23, 2021, Meeting Minutes, by Mark Rodio, second by Ronnie McConnell; unanimously approved.
2. President's Report:
 - a. House Committee: finished with Van Auken Aiken, will reconvene after have funding allocated; plan to get competitive bids when time to request a design, Board needs to decide which items to do and at what level of finish/quality.
 - b. Security Committee: meeting next week, will discuss key fobs and cell phone technology, Guard Metrics reporting for security personnel.
 - c. Meeting with Carl Muller (2BP current President): see minutes provided, looking forward to better communication, 2BP manager hired with target intent of having better relations, Carl Muller will stay on the Board but will not be President, walkway project 2-3 years with additional improvements (maybe deck?) and considering drainage options for path along the lake, per Sue a lot of what 2BP is proposing will be 2BP cost only but some items are shared per current Master Agreement, discussed tennis courts, Sue suggests to get pricing to replace the practice wall, Master Agreement will be renewed this October, good meaning and hoping we can have some meetings in future attended by both boards.
 - d. Annual Meeting format: Ted concerned with in-person meeting, per Jay Cusimano because voting is not in person can have a virtual information meeting since only real purpose of in-person meeting is the election; discussion about risk of pandemic and in-person gatherings; Motion for Resolution to Approve change from in-person Annual Meeting to virtual informational meeting by Ted Westbrook second by Mark Rodio, unanimously approved.

- e. Candidates Meet and Greet: usually Board provides for one, candidates can provide for second one; Board suggests 2 meet and greets by Zoom, have it recorded, time limit of 1.25 hours, start at 7 p.m. on May 13 and 17; organize questions by categories such as finance, security, etc., questions submitted in advance; candidates and Board Members not be part of the process in selecting questions; ask William Gary if he can moderate; Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - f. Motion by John Peca that manager not be part of the process in selecting questions; did not pass 5-2.
3. Treasurer's Report:
- a. Budget Summary: \$187,000 to the good year-to-date in operating including \$50,000 refund from BWC, \$122,000 under-spent in MR&R year-to-date
 - b. Sent minutes of March Finance Committee Meeting, looking at funding for capital improvements, will discuss further when have updated Reserve Study, Committee is not in favor of loans or special assessments so need regular increase in fees to cover reserves and operating expenses.
 - c. Going to transfer \$100,000 from operating account to reserves
4. Manager's Report: nothing separate from agenda.
5. Old Business:
- a. Signage for Front Awning: Ted asked Jill Van Auken, she said vinyl is not a good solution, but anodized aluminum is a good option; discussion about whether proposed signage on front awning and signage at entry (private property/no trespassing) should coordinate, discussion whether should put 1BP and 2BP signage on pillars near gate house, Motion for Resolution to Approve proposal from A Sign Above for \$2,343.16 by Christopher Axelrod, second by Ted Westbrook, approved 6-1.
6. Ratify Actions Taken Outside of Meeting:
- a. Gardiner Emergency Repair to Kitchen Exhaust Fan for \$4,878 (replacement motor, shaft, blower wheel, pulleys, and bearings): Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell; unanimously approved.
7. New Business:
- a. Private Property/No Trespassing Signage for entrance pillar at Gate House: discussion of having "private property" and "residents and guests only" in similar style to other signage; ask Blair to talk to A Sign Above and get proposal for signage that could be seen at night.
 - b. Contractor Guidelines Proposed Revisions: discussion of how much channeling takes place and whether 2-hour per day limit is reasonable, Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - c. Kaman Quote for 12-month Service Renewal for \$800: Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - d. Shamrock Vending Contract Renewal: Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.

- e. Fitness Brokers Service Agreement (2x per year) Renewal for \$432: Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - f. Gardiner Service Agreement Renewals for HVAC, Exhaust Fans, Boiler, Hot Water Tanks, and Water Treatment (2% increase on all except air handlers 0% and water treatment 1%): Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - g. Peoples Insurance Response to Board Inquiry:
 - i. Deductible options are \$10,000 or \$25,000
 - ii. Building ordinance coverage increase from \$1.5 mil to \$3.0 mil would be \$1,650 premium: Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - iii. Property in the open coverage (fence/pillars \$200,000, gatehouse \$113,346, tennis courts \$100,000) current premium is \$520, \$49, and \$92 respectively.
 - h. Peoples Insurance Cyber/Privacy Quote \$1,852 annual premium: Motion for Resolution to Approve by Mark Rodio, second by Ronnie McConnell, unanimously approved.
 - i. Bistro Sales: sales are improving and taxes current.
8. Next meeting is May 25, 2021 at 4:00 p.m. by Zoom.
9. Regular Meeting adjourned at 4:58 p.m.

Respectfully,

Mark Rodio, Secretary

