

**The Ashbury Condominiums**  
www.ashburycondos.com

**Ashbury Board Meeting**  
**Thursday, October 22nd, 2020 at 6:30 pm**  
via GoToMeeting Conference Call

**Call to Order:** The meeting was called to order at 6:32pm

**Present:**

**Board Members:** Diane Calvert, President (209); Katie Osterhaus, Treasurer (207);  
Denise Su, Secretary (204)

**Association Manager:** Jean Norberg, Emerald Management & Consulting

**Approval of Previous Meeting Minutes:**

May 22nd, 2020 -- Approved.

**Treasurers Report:**

**September 2020 Financial Statement**

○ Operating Funds	\$44,291.16
○ Reserve Funds	\$263,974.69
○ Total Funds	\$308,265.85

**Reserve Activity**

- May - The Board approved paying the following expenses from Reserve funds:
  - \$825.75 Pro Green Gardening Service
  - \$15.00 Emerald Management & Consulting
  - ***\$840.75 Total Reserve Expenses Paid***
- June - The Board approved paying the following expenses from Reserve funds:
  - \$15.00 Emerald Management & Consulting
  - ***\$15.00 Total Reserve Expenses Paid***
- July - The Board approved paying the following expenses from Reserve funds:
  - \$15.00 Emerald Management & Consulting
  - ***\$15.00 Total Reserve Expenses Paid***
- August - No reserve activity
- September - No reserve activity

**Consent Agenda:** All approved.

- 5/27/2020 - bid from ProGreen Gardening to convert alley hose bib to a locking bib for \$408.48

- 5/27/2020 - Adopted Lobby Committee Charter and appointed Committee members
- 6/23/2020 - extending to a three-year reserve study with Association Reserves for \$1,350/yr
- 6/25/2020 - bid from Miracle Vent Cleaning for dryer vent cleaning for \$1,009.80
- 9/17/2020 - bid from ProGreen Gardening to pressure wash concrete surfaces for \$743.18
- 9/17/2020 - bid from Miracle Vent Cleaning to clean scuppers/roof for \$770.00
- 9/17/2020 - Sno-King proposal to remove the lobby fountain – tabled until 2021
- 10/22/2020 - RW Anderson as our maintenance vendor with their revised proposal

### **Old Business:**

#### **Emerald Management & Consulting Action Items List**

- There are sewer charges on irrigation water, as there is no separate meter or a deduct meter for irrigation water. Historical billing shows same usage for both water and sewage. Average summer 110 CCF, winter 82.67 CFF. Meters and transmitters approximately \$500-700 total, not including plumber to install. SPU set up inspection cost is \$533 for 1st meter, \$333 for additional meters. There is initial output, but there are savings in long run. Board will review water and sewer usage spreadsheet for cost benefit analysis.
- Garage door remote control issue seems to be due to interference and testing can cost an excess of \$8000 with no guarantee that issue will be found. The board approved the lower cost option to have Mike Bulger add manual fob reader outside the garage door on wall for \$500 to deal with continuing issues with the garage door remote control.
- Solicit bids for building inspection. George Singer of Soltner Group Architects knows building well, and Diane or Jean will ask him.
- Board approved to have RW Anderson with their Condo Care Service as our maintenance vendor with their updated proposal of \$520/month for eight hours/month.
- Discuss feedback from Doug White regarding the reserve study with Association Reserves.

#### **Water Meter Repairs**

Three formerly malfunctioning water meters were repaired, inspected, tested, and all now appear to be functioning properly.

#### **Move-In/Move-Out form**

Treasurer to help create and maintain this document with EMC per the recommendations of the 2019 audit.

#### **Pest Control Contract**

Terminated on 7/1/2020

**New Business:**

**2021 Budget**

Board performed a final review of the 2021 Budget and approved.

**SSW Request to Install Entry Fence**

Two options presented by SSW. The board recommends SSW prepare a presentation and conduct a survey with homeowners.

**Next Meeting:**

**Budget Ratification Meeting**

Monday, November 16th at 6:00pm via GoToMeeting conference call.

**Meeting Adjourned:** 8:33pm