

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

**Ashbury Board Meeting**  
**December 20th, 2021 at 2pm in Unit #209**

**Call to Order:** The meeting was called to order at 2:02pm

**Present:**

**Board Members:** Diane Calvert, President (209); Gustav Meyners, Treasurer (201); Denise Su, Secretary (204)

**Association Manager:** Robert Skrbini, Community Association Manager, Emerald Management & Consulting (via Zoom Conference Call)

**Homeowners:** 202, 403

**First Homeowner Forum:** Ø

**Approval of Previous Meeting Minutes:** Approved

- April 15th, 2021

**Treasurers Report:**

**April 2021 - Financial Statement**

- Operating Funds \$54,705.24
- Reserve Funds \$310,249.17
- **Total** Funds \$364,954.41

**May 2021 - Financial Statement**

- Operating Funds \$55,755.97
- Reserve Funds \$318,512.15
- **Total** Funds \$374,268.12

**June 2021 - Financial Statement**

- Operating Funds \$45,801.16
- Reserve Funds \$311,040.48
- **Total** Funds \$355,841.64

**July 2021 - Financial Statement**

- Operating Funds \$36,476.68
- Reserve Funds \$319,311.48
- **Total** Funds \$355,788.16

**August 2021 - Financial Statement**

- Operating Funds \$42,167.95
- Reserve Funds \$310,819.34
- **Total** Funds \$352,987.29

**September 2021 - Financial Statement**

- Operating Funds \$45,309.59
- Reserve Funds \$306,675.84
- **Total** Funds \$351,985.43

### **October 2021 - Financial Statement**

- Operating Funds \$53,550.07
- Reserve Funds \$312,309.10
- **Total** Funds \$365,859.17

### **November 2021 - Financial Statement**

- Operating Funds \$59,746.24
- Reserve Funds \$295,839.41
- **Total** Funds \$355,585.65

### **Consent Agenda:** Approved

- Ratify the AWOM to approve Armadillo Painting to perform the interior painting.
- Ratify the AWOM to approve The Safety Team to replace the fire panel.
- Ratify the AWOM to proceed with the wood rot repairs to the patio door jam on unit 403.
- Ratify the AWOM to approve the change order for a different paint selection for the interior painting.
- Ratify the AWOM to engage The Safety Team to provide alarm monitoring, testing and annual inspections.
- Ratify the AWOM to approve the 2022 Budget
- Ratify the April Reserve expense down payment paid to Jeff Samdal & Associates for \$1,400.00.
- Ratify the May Reserve expense paid to Emerald Management for \$30.00.
- Ratify the June Reserve expense final payment paid to Jeff Samdal & Associates for \$1,400.00.
- Ratify the July Reserve expense paid to Emerald Management for \$15.00.
- Ratify the September Reserve expense paid to Armadillo Painting Co. for \$9,774.77.
- Ratify the September Reserve expense paid to Emerald Management for \$15.00.
- Ratify the October Reserve expense paid to Emerald Management for \$15.00.
- 5/10/21 Board approves filing an Insurance claim for water damages to Units 310, 210 and retail. Claim #5010556339
- 5/11/21 & 8/17/21 Board has previously approved replacement of the brake assembly for garage door in the amount \$306.00. Proposal # S-B-D 268756
- 5/21 Board approved reinvestment of MR CDARS in current CDs.
- 6/21 Board approves proposal by The Partners Group as our new Insurance carrier.
- 7/08/21 Board approved the addition of Gustav Meyners to the HOA Board.
- 7/27/21 Board approved replacement of two Sump Pumps. Proposal R21-182 in the amount of \$2750.00 by Sno-King maintenance.
- 7/30/21 Board approved trimming of Sweet Gum Tree on East corner of our property line in collaboration with Ranger Doug's Enterprises and sharing the expense of \$1427.74
- 8/06/21 Board approved revised renovation application for Unit 101.
- 8/23/21 Board approved proposal #24712 from Studio 3 Signs for Stairwell signs in the amount of \$2080.00 plus tax.
- 8/26/21 Board approved 2020 Audit completed by Newman and Associates including taxes owed.

- 8/30/21 Board approves the termination of Fire Safety Pros as the provider of record for Ashbury Fire Safety.
- 9/30/21 Board approved Reserve Study for 2022 completed by Association Reserves #14030-1.
- 11/01/21 Board approves emergency call to Bulger Security to repair faulty door closures including front door, garage electrical room and elevator room.
- 11/04/21 Board approves hiring Goodbye Graffiti to remove graffiti on alley side of building.
- 11/06/21 Board approves OT call to Sno-King to repair dumpster barn door.

### **Reserve Expenses:**

- Board approved 1<sup>st</sup> payment to Armadillo in the amount of \$9774.77.
- Board approved 2<sup>nd</sup> payment to Armadillo in the amount of \$14,662.14.
- Board approved deposit of \$1146.20 to be paid to Studio 3 Signs for stairwell signs.
- Board approved balance of Invoice # 24712 in the amount of \$1146.20 for stairwell signs.

### **Old Business:**

#### **Maintenance Schedule / Annual Maintenance Calendar.**

Robert has none. Diane hopes to create an Excel spreadsheet for this.

#### **Repairs to Unit 403 by Sno-King**

Brent of Sno-King needs to reach out to 403 owner and coordinate.

#### **Lobby Refresh Update**

Interior painting is complete, trim paint is still curing, which takes about 30 days. Board is currently in process of shopping around for bench, mirror, entry table, and other lobby decor. Recent furniture supply shortage has limited the selection and availability.

#### **Final Payment to Armadillo Painting**

Invoice #1135548 in the amount of \$26,752.16 has been approved today. Remaining five-gallon containers of touch up paint needs to be properly labeled and moved from the garage to a safer secure location, perhaps the electrical room on the first floor.

#### **Stabilization of Sump Pumps by Sno-King**

Building sump pump failed and the garage had flooded in June 23rd, 2021, and a replacement was proposed by Sno-King on July 24th, 2021. Sno-King "dropped the ball on getting the pumps installed," and replacement of two sump pumps did not occur until November 2nd, 2021. After replacement, the garage flooded again. Brent cannot confirm if the sump pump is pumping into the storm drain. Brent will try to go to city records to investigate where it is connected to the city's drain system, perhaps by examining the drain system layout under the garage. The Board does not know if the sump pump alarms are functioning the way they are supposed to. Fortunately, there is currently no water buildup in the garage.

#### **CDARS Renewal**

On December 23rd, 2021, the CDARS accounts ending in 6615 & 6607 totaling \$175,568.12 will be maturing. The Board has decided to move forward and roll it over to renew the CDARS for another six-month term.

**New Business:**

**Elevator Modernization and Comparison of Proposals (Reserve Item)**

Proposals with Eltec, Otis, and TK. TK has been our vendor since the building was first built. No new contracts since that first contract with TK in 2000. TK contract is currently being reviewed by our lawyer, and the Board hopes to hear back before the new year.

**Plumbing Inspection for Building (Reserve Item)**

The Board understands this is an important preventative measure. Robert will to research good vendors to do this for us.

**Carpet Replacement for 2022 (Reserve Item)**

Custom Solutions Carpet Care has been doing quality cleaning of our carpets regularly for 22 years. They have already given Diane some tips on the best types of carpets, and the owner of this company said he will do some research and give us more information on reputable companies that can help us.

**Update on Unit Signs (Reserve Item)**

Brushed aluminum with Adobe Garamond Pro font is the design front runner, to be manufactured and installed by Studio 3 Signs.

**711 Alleyway Light**

The bright security light would better serve its purpose if angled downward towards the alleyway, as it is mounted on their roof and currently angled straight across towards our building. The light disrupts the north-facing residents in the western portion of the building as it shines directly at their windows. The Board plans to wait and approach owner carefully, as it's a sensitive topic during a tumultuous time of increased crime.

**Parking Garage Rolling Steel: Spring Barrel and Operator Replacement**

Received Proposal #S-BD-279624 by Davis Door of \$15,612.00 plus tax for material, forklift, and labor. Request by Board for two more bids on this urgent issue. Robert said he reached out to Mike at Cressy Door today.

**Second Homeowner Forum:** How to confirm payment of SA in full? In order to pay the Special Assessment payment in full, contact Henry Do at [henry.do@emerald-mc.com](mailto:henry.do@emerald-mc.com). If you are set up with ACH, you can authorize EMC to process ACH payments to pay off the Special Assessment in full.

**Next Meeting:**

To be determined.

**Meeting Adjourned:** 2:47pm