



**ASHBURY**  
CONDOMINIUMS

**Homeowners  
Meeting Minutes**  
Year: 2014

**FINAL**  
**The Ashbury Condominium**  
**Homeowners Meeting**  
**Jan 9 2014**

The meeting was called to order at 6:58pm in unit #209.

**Present**

**Board Members**

Sheila McLaren, 101 (president), Diane Calvert, 209 (treasurer), Sarah Williams, 404 (secretary), Don Carden (Property Manager, Copeland Group LLC),

**Home Owners**

201 Lucy O'Connor  
403 Jody Clovis  
405 Larry and Lori Johnson

**Approval of Previous Meeting Minutes (11-14-2013)**

- Minutes approved

**Treasurers Report (from November 2013 financial statements)**

Checking	<b>\$16,277.63</b>
Savings	<b>\$192,965.56</b>
Total	<b>\$198,804.03</b>

**Open issues from homeowners**

403 wants to know if she can make her additional parking space a storage space, or trade with someone else. –Board reviewed Association documents. Ashbury Declaration and Covenants limits the use of parking spaces to operable passenger motor vehicles such as automobiles, light trucks and passenger vans and may not be used for storage.

405 inquired about the amount shown on homeowner's 2014 payment coupon. Looks incorrect, as it does not reflect the full monthly amount due for 2014. Don will follow up to verify if the amount on payment coupon is correct.

## **Old Business**

### **Roof repair**

Scuppers on the roof clog with leaves as a result of the way the scuppers were designed and rain water emptied into the building instead of off the building. The scuppers will be redesigned and replaced to work properly. In the meantime, Argus will monitor the scuppers and keep them cleared to avoid another overflow.

### **Water damage**

In early January 2014 Unit 404 sustained significant water damage as a result of rain water draining into the building. A claim with Farmers Insurance has been filed. A mold check and repair work estimates are underway.

### **Rental process**

Tabled this topic until the Board can review current process and information on how other buildings handle this topic.

### **Maintenance schedule**

Touch up painting in halls requested.

Discussion and decision to replace elevator carpet with flooring like is in the stairwell to the garage for easier cleaning and upkeep. Don to follow up.

### **Homeowner communication**

Reminded Don that this item remains outstanding. Don will draft and circulate to Board for review and edits.

### **Garage storage covers**

Board decided not to pursue this further. There is nothing on the market available and prefer not to create safety/fire hazard risk by designing something ourselves.

### **Building wide internet**

There is no city wide internet service in place or in development. Private company is available, but not in all parts of the city. Don is aware of another company and will follow up.

### **New Business**

None

### **Next meeting**

March 13<sup>th</sup> 2014 at 7 pm in Unit #209

### **Meeting adjourned**

8:02 pm

**Final**  
**The Ashbury Condominium**  
**Homeowners Meeting**  
**March 13<sup>th</sup> 2014**

The meeting was called to order at 7:00pm in unit #209.

**Present**

**Board Members**

Sheila McLaren, 101 (president), Diane Calvert, 209 (treasurer), Sarah Williams, 404 (secretary), Don Carden (Association Manager, Copeland Group LLC),

**Home Owners**

Denise Su 204, Akiko Netto 208, Gabe Storm 401

**Approval of Previous Meeting Minutes (1-9-2014)**

- Minutes approved with small amendments

**Treasurers Report (from November 2013 financial statements)**

Checking	<b>\$1018.91</b>
Savings	<b>\$211,971.98</b>
Reserve Deposit	<b>\$(29,340.50)</b>
Total	<b>\$189.199.02</b>

**Open issues from homeowners**

Akiko brought up that minutes are sometimes inconsistent with listing HOA member's unit numbers with names. Secretary to go back through the old posted minutes and check inconsistencies.

**Old Business**

**Roof repair**

- Contractors to begin replacement of scuppers on all gutters on the roof in approximately 2 weeks.

- Small repairs in #305 for painting and repairing drywall.
- Waiting on replacement floor transition strip for unit #404 to complete flooring, plus two outstanding repairs due to poorly cut wood and plank placement.
- Don to talk with McBride about #404 windows having moisture in them.

### **Review maintenance schedule & status on 2014 building maintenance budget items**

- Thyssen Krup as new proposal for us to sign. Better deal, but need to install a phone line in the elevator to meet the standards of the new contract with the elevator service.
- Sample of possible flooring for the elevator that is easier to clean and is not carpet to absorb liquid.
- Gutters and drains cleaned multiple times in the last few weeks
- Argus will begin interior paint touch ups and deck cleaning in the next few weeks
- Upcoming
  - Garage cleaning to be scheduled sooner than June – Don to schedule
  - Turn on water – Don to schedule
  - Ask Gardner to touch up front area with seasonal plants – Don to schedule
  - Window washing- April

### **Building wide internet- discuss and decide**

- Condo Internet Company – 1500/year = \$44/unit per month with 100mbps.
  - What is the contract length and terms
  - Clarify what 100mbps internet for all units means

### **New Business**

#### **Graffiti**

- Graffiti taken care of twice in the past week, the latest one needs a second coat of paint

- Let's call our neighbor and ask that they keep graffiti clean on the back of the red bldg.

### **Agenda for April annual HOA meeting**

- Rental cap discussion with two proposals to review
- Secretaries' term is up. Time for re-election
- Building wide internet discussion
- General updates for safety, and bldg. maintenance

### **Next meeting**

Annual meeting April 22<sup>nd</sup> 7pm at the Fine Building

### **Meeting adjourned**

7:49pm

**The Ashbury Condominium  
Annual Homeowners Meeting  
April 22nd 2014**

The meeting was called to order at 7:00pm at the Fine Building.

**Present**

**Board Members**

Sheila McLaren, 101 (president), Diane Calvert, 209 (treasurer), Sarah Williams, 404 (secretary), Don Carden (Association Manager, Copeland Group LLC)

**Home Owners**

204, 206, 208, 304, 401, 402, 406, 408, 409

**Home Owners by Proxy**

102, 201, 303

**Approval of Previous Years Minutes**

- Minutes could not be approved at meeting because they were not available. They will be sent out over email to residents within 7 days of April 22, 2014.

**Treasurers Report**

Operating:	\$ 11,276.27
Reserve:	\$ 191,190.30
Total:	\$ 204,219.19

**Election of one director**

Sarah Williams' term on the board has expired. Denise Su has been elected to the board to fill the empty position.

**IRS Resolution**

Motioned by Sarah Williams and seconded by Diane Calvert. Motion is passed.

**New Business**

**Condo Wide Internet**

Requested a quote from "Condo Internet". There is no network through this company now. They are looking at including us into a system they are creating within the Fremont/ Ballard neighborhoods. However currently there is no available solution right now.



Board will continue to look into a solution and bring back to the homeowners when there is a reliable solution in our neighborhood.

### **Rental Cap Discussion**

#### *Ideas*

- An option to grandfather in rentals that are currently renting.
- Limit new buyers to being in the non-rental pool.
- If we had a cap, can we remove it later? Yes if 100% of the association agrees to reverse the decision.
- Can we manage rental units more aggressively so that we don't feel the need for a rental cap?

### **Open Floor**

#### **Parking Garage**

The parking garage is a mess. This is happening in hallways too where people drop things and do not clean up their mess. Residents are not cleaning up after themselves. We will send out a memo notice about cleaning up after themselves.

#### **Length of lease**

Request from homeowners to update the length of minimum lease length to 1 year rather than 6 months.

#### **Bike Rack**

Can we investigate installing a bike rack for multiple bicycles?

#### **Garage Door**

Not opening well, reported by a few people tonight. Repair to come tomorrow

#### **Roof top grill**

Not working well, Copeland to check.

### **Meeting adjourned**

7:57pm

**FINAL**  
**The Ashbury Condominium**  
**Homeowners Meeting**

**May 19<sup>th</sup> 2014**

The meeting was called to order at 7:00pm in unit #209.

**Present**

**Board Members**

Sheila McLaren 101 (president), Diane Calvert 209 (treasurer), Don Carden (Association Manager, Copeland Group LLC)

**Home Owners**

Akiko Netto 208

**Approval of Previous Meeting Minutes (3-13-2014)**

- Minutes approved

**Treasurers Report (from April 2014 financial statements)**

<b>Checking</b>	\$ 15,190.56
<b>Savings</b>	\$195,473.54
<b>Reserve Deposit</b>	\$ (29,340.50)
<b>Total</b>	\$181,323.54

**Old Business**

**Maintenance Schedule Review**

Reviewed maintenance schedule & status on 2014 building maintenance budgeted items

**Management Report Q&A**

Board member questions and answers about items included on Copeland Management Report.

**New Business**

**Renter Policy**

Agreed to change the minimum rental period from 6 to 12 months

**Next meeting**

Monday, September 15, 2014 (Board elected to cancel July 2014 meeting as there were no issues needing Board discussion)

**Meeting adjourned** 7:54 pm

**The Ashbury Condominium  
Homeowners Meeting  
September 15th, 2014**

The meeting was called to order at 7:00pm in Unit #209.

***Present***

**Board Members**

Sheila McLaren, 101 (President), Diane Calvert, 209 (Treasurer), Denise Su, 204 (Secretary),  
Don Carden (Association Manager, Copeland Group LLC)

**Home Owners**

405

***Approval of Previous Meeting Minutes (5-19-14)***

— Minutes approved

***Homeowner questions/concerns***

405 — Brought up the condition of the rooftop, particularly in regards to bird droppings. It has been noted and will be cleaned up by maintenance. Tattered pillows also noted and will be replaced. The stairwell in the alleyway behind the building has been a mess, with cardboard boxes from neighboring dumpsters and debris left by the homeless. If one witnesses a squatter, it is recommended to call police (911 — when asked, say this is not an emergency).

***Treasurers Report (from August 2014 financial statements)***

Checking	\$9,019.78
Savings	\$231,526.46
Total	\$229,875.23

***New Business***

**YTD actual vs. budget review and remaining 2014 spending for the year**

The budget and actual spending are in line.

**Maintenance schedule**

Argus Janitorial Company is hired to do general maintenance and clean the building three times a week (M/W/F). This increased frequency of maintenance should prevent any bigger problems down the road. Argus will provide maintenance reports of their work.

**Elevator flooring**

A commercial flooring company that provides raised-round rubber floor tiles for the elevator has been chosen. We just have to decide on a color that will match the surrounding area, and Argus will install. This highly resilient material allows for fast and easy clean up, as well as minimizes

odors.

**Check-in on security**

Security has been excellent this year. The proximity key fobs have helped with increasing security and easily deactivated and replaced. For 2015, considering adding more cameras and/or replacing cameras with higher resolutions.

**Set dates for 2015 budget work**

Monday, October 20th at 6:30pm in Unit 209

***Next meeting***

Budget Ratification Meeting, Monday, November 17th at 7pm in Lobby

***Meeting adjourned***

7:58 pm