

Board Meeting: May 7, 2020 -- TELECONFERENCE -- 6:30 pm

Call to Order: 6:33 pm

Quorum Determined: yes

Meeting called by	Diana Hashaw
Type of meeting	Executive
Facilitator	Marisol Rodriguez
Time Keeper	Not Assigned
Note taker	Susan Knight
Parliamentarian	Not Assigned
Attendees	Carole Cappel, Diana Hashaw, Susan Knight, Jeanne Arca, Al Kaan, Marisol Rodriguez
Subject	Cox Fire System
Presenter	Marisol Rodriguez
Discussion	reopening of Cox business after COVID-19 closing delays
Conclusions	1. the external panels on remaining bldgs (2,3,4) have been installed 2. Marisol will advise residents of new schedule with mailing and postings 3. Expected starts: Bldg 4 wk of 5/18; Bldg 2 wk of 5/25; Bldg 3 wk of 6/1

Action Items	Person Responsible	Deadline
1. Contact Cox and post schedule	Marisol Rodriguez	5/11/2020

Subject	Bench
Presenter	Diana Hashaw
Discussion	Elaine arranged to have the seat of the existing bench (no charge); Diana donated a new bench for the property
Conclusions	n/a

Action Items	Person Responsible	Deadline
1. Brian to strip, repair, paint and seal the existing bench	Diana Hashaw	TBD
2. Brian will assemble the new bench	Diana Hashaw	TBD

Subject	Pool Service
Presenter	Susan Knight
Discussion	Pool Service performance
Conclusions	Anchor Pool Service has been called back, twice, to re-clean the pool due to green algae on surface of walls

Action Items	Person Responsible	Deadline
1. Marisol will get a couple more quotes from new vendors for review	Marisol Rodriguez	5/15/2020

Subject	Trees & Mulch
Presenter	Diana Hashaw
Discussion	Tree planting and mulch in front of buildings
Conclusions	

Action Items	Person Responsible	Deadline
1. Board agreed to table this discussion until a later date	n/a	TBD

Subject	Payroll Company		
Presenter	Marisol Rodriguez		
Discussion	The Board is looking to replace Paychex as employee payroll company due to cost		
Conclusions	AmeriTech advised they could not be part of the discussion as it is a conflict of interest (AmeriTech also provide payroll service)		
Action Items		Person Responsible	Deadline
1. Susan will contact outside companies			
Subject	Concrete Repair		
Presenter	Diana Hashaw		
Discussion	Bldg 2 and 3 required patching in stariwells and areas of the ceilings		
Conclusions	the areas are being monitored and reported by our property manager		
Action Items		Person Responsible	Deadline
1. repairs are on-going		Marisol Rodriguez	TBA
Subject	Fire Alarm		
Presenter	Susan Knight		
Discussion	Fire monitoring calls; Susan received a call from monitoring company on 5/5 (4:27am)		
Conclusions	Susan spoke to Cox account mgr, it was determined that the cellular signal, which gets pinged every 5 minutes, did not connect with the signal; Kevin expressed it is a signal problem, not an alarm problem; Kevin explained this has become a commorn issue since COVID-19 shutdown, people are home on their phones more causing the cell towers to be overloaded; said the strength bars have gone from 4 to 2 bars in last couple of months.		
Action Items		Person Responsible	Deadline
1. Kevin from Cox will put us on Trouble Disregard notice when this occurs; this will not effct the fire alarm system or the pull stations, all still in full working order		n/a	n/a
Subject	Website		
Presenter	Carole Cappel		
Discussion	enhancement of website		
Conclusions	Carole has been working with AmeriTech IT group to secure the site with secure login; upload Board documents/forms; upload all active Resolutions		
Action Items		Person Responsible	Deadline
1. ongoing efforts		Carole Cappel	TBD
MOTIONS			
Motion	Meeting to Order - 6:33 pm		
Made by:	Diana Hashaw		
Seconded by:	Carole Cappel		
Resolved	Called to Order		
Motion	Accept Meeting Minutes from 3/26/2020		
Made by:	Al Kaan		
Seconded by:	Carole Cappel		
Resolved	Accepted		
Motion	Accepted Reports		

Made by:	Al Kaan
Seconded by:	Carole Cappelletti
Resolved	Unanimous vote - 5 board members accept
Motion	Meeting Adjournment - 7:15 pm
Made by:	Diana Hashaw
Seconded by:	Al Kaan
Resolved	Meeting Adjourned at 7:15 pm
Minutes Approved:	Date: _____ Signature: _____