

Minutes	98 Union Board of Directors Status Meeting AMENDMENT 1 23 May, 2017, 6:00 PM following South Arcade board meeting
Purpose:	Discuss status and priorities of ongoing building projects and management issues
Members:	John Gleason - President Paula Raso – Vice President Marty McClintock – Treasurer Carole Jo Williams - Secretary Norm Rice – at large Clair Enlow – at large Natalie Swistak – at large Katie Dutcher – at large Raelene Jeffery – at large
Management	Sandra Wilcox – Property Manager, Ewing Clark Kelly Tallariti - 98 Union Building Manager
Absent:	
Homeowner Attendance:	Joe Clausen

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
1.	Homeowner's Concerns	The homeowner was concerned with the garage security breach caused by an owner not adhering to the rules of waiting for the door to close before leaving the area. The Board is discussing protocols, communication and increase in fines.		
2.	Call to Order	The meeting was called to order with a quorum.		
3.	Review of Minutes	The Board minutes for the April 20, 2017 were approved as written.		

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4.	Finance Report	<p>Cash \$57,374.49 Petty Cash \$100.00 Suspense \$2,000.00 Cap. Res (390) \$61,139.04 Cap. Res (702) \$413,804.77 Cap. Res (032) \$149,401.54</p> <p>There are no un-invoiced costs over \$5,000. The Board discussed moving capital reserve funds with banks (FDIC insured) in a CDAR fund. This is a continuing discussion TBD.</p>		
5.	South Arcade Report	<p>The building survey budgeted at \$18,000 will be done/paid in summer 2017.</p> <p>Unico is negotiating the Vespolina space as office space. Demo work in that space will begin 5/24 and continue for two weeks. Notices to residents will be sent. The Tea Shop space is being negotiated as retail space.</p> <p>The Pike Brewery construction and opening is planned for Mid-June for final inspection.</p> <p>Invoicing for the sewer line backups in the garage with flooding will be split by the 3 entities. The upcoming camera inspection will also be split by entities. It was suggested that an annual inspection be included in the 2018 budget.</p> <p>After several failures due to wear/age issues, estimates for the garage door replacement are being reviewed for the 2018 budget. This will be split by the 3 entities.</p>		
6.	Property Manager's Report	<p>The stress test for the emergency generator passed.</p>		
7.	Building Manager's Report	<p>A security breach in the garage (caught on video) was caused when a vehicle failed to wait for the door to close. Kelly is drafting a new procedure with protocols/fines which will be sent to all residents (owners/lessees). The Board approved the fine for failure to be increased from \$50./incident to \$500./incident for future breaches. If damage occurs from the breach it will be increased. The owner of the vehicle/breach caught on camera will be fined at \$50.</p>		

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8.	Continuing Business	<p>A special meeting attended by a quorum was held on May 3, 2017, re the listing and sale of 98 Union owned unit 208.</p> <p>The Board hereby agrees to list for sale unit #208 at the terms outlined in the Windermere listing agreement and authorized the President of the Board to execute the agreement and furthermore will allow the President of the Board to approve the final listing price provided it is no less than \$400,000 and it is the price recommended by the broker, Erica Clibborn.</p> <p>Seven offers were proposed. The Board agreed to accept an offer to buy unit 208 to the highest bidder and the President signed. The sale is now pending.</p>		
9.	Design Committee Report	<p>A purchase of glass art for the 1st floor elevator window replacement was approved with one no vote (if it exceeds the budget offered by Unico) .</p> <p>The Design Committee will provide Unico with specifications for the window replacement to bring down the costs and budget offered by Unico if they can use contractors already working on tenant improvements.</p> <p>The 3 floor lobby tile improvements will be started in Fall, 2017.</p> <p>The committee is looking for a chair requested by an owner for the 6th floor lobby (to be paid by owner).</p>		
10.	Unfinished Business	<p>Debbie Harris (Emergency and Safety Committee) presented a report from a seminar she attended. The present 98 Union Emergency Plan (on the web) will be updated and communicated to the residents. The Red Cross and SNAP (Seattle Neighborhoods Actively Prepare) have offered to bring information to the residents. TBD</p>		
11.	New Business	<p>The 2017 DSA Annual Meeting will be held on June 22, 2017 at the Amazon Doppler Center. Sandra will procure a ticket for Raelene Jeffery to attend.</p> <p>The Social Committee is planning an August event for the residents. A live band (a gift by owner) is anticipated.</p>		
12.	Next Meeting	<p>The next meeting will be one week early on June 20, 2017 at 6:00 pm. No meeting in July. August 22, September 26, October 24, November 28. No meeting in December.</p>		

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13.	Submitted by:	Carole Jo Williams, Secretary		