

Minutes	98 Union Board of Directors Status Meeting October 24, 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:	Jane Cardell

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
1.	Homeowner's Concerns	No concerns.		
2.	Call to Order	The meeting was called to order with a quorum.		
3.	Review of Minutes	The minutes of September 26, 2017 were approved as written.		

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
4.	Finance Report	<p>As of 9/30/2017: Cash \$26,643.54 Petty \$100.00 Op. Res. \$61,139.04 Cap Res. (702) \$394,788.87 208 Sale Proceeds (WA Trust) \$440,380.72 (Fed Tax Liability for 2017 \$30,000) Cap Res. (x032) \$149,407.85</p> <p>The proposed 2018 budget was increased due to the South Arcade increase at 25% (\$14,665 for 2018). This will translate to a 6% 98 Union increase in monthly assessments with a few operating expense changes. The 2018 budget was approved. Letters to owners will follow.</p>		
5.	South Arcade Report	New tenants for the commercial areas have not been signed yet.		
6.	Property Manager's Report	<p>Capital Improvements for 2018, 2019, 2020 were identified:</p> <p>2018 – Security Intercom, Tile/paint two residential lobbies, new trash compactor.</p> <p>2019 – Exhaust fans (consider air con), Tile/paint two residential lobbies, fire doors</p> <p>2020 – Trash dumpster</p>		
7.	Building Manager's Report	As written		
8.	Continuing Business	The Safety Committee asked a member of the Seattle Office of Emergency Management to come to 98 Union and discuss Disaster Preparedness: the basics or neighborhood preparedness in case of earthquake, fire, etc. and how to coordinate building teams. The dates will be in 2018 and they ask we have at least 20 residents in attendance.		

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
9.	Design Committee Report	<p>The Design Committee purchased the 2017 lobby tiles for the 10th and 6th floors. A new vendor is being considered for installation late January, 2018.</p> <p>The Design Committee submitted the 98 Union Art Niche design in the 1st floor elevator lobby to Unico for bid.</p>		
10.	Unfinished Business			
11.	New Business	<p>Scott Andrews from HUD Insurance came for a joint South Arcade/98 Union meeting at 5:00 to explain the insurance coverage and any changes for the total South Arcade building (98U, VH, Unico). Scott has worked with the South Arcade insurance for 12 years and is still seeking quotes for an adjustment in coverage and costs prior to the December 2, 2017 due date.</p> <p>Scott recommended we pass along suggestions to residents/owners to take pictures of their home and any upgrades, i.e., appliances, built ins, countertops, etc. The insurance coverage inside their units will be relying on original installation compensation.</p> <p>A mission/vision statement for 98 Union Board of Directors was drafted in 2012 but never finalized. The Board will edit the original and present to owners at the next meeting.</p> <p>The Social Committee has set November 4, 2017 as the 98 Union resident "Harvest Party" at 5:00 pm. Also, December 7, 2017 will be the annual "Holiday Party" at 5:00, both parties in the -1 meeting room which now has banquet tables for the parties.</p>		
12.	Next Meeting	<p>November 28, 2017, 6:00 pm – NO MEETING IN DECEMBER.</p> <p>January 23, 2018</p> <p>February 27, 2018</p> <p>Annual Meeting: March 27, 2018</p>		
13.	Submitted by:	Carole Jo Williams, Secretary		