

Minutes	98 Union Board of Directors Status Meeting 27 February, 2018, 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:	Katie Dutcher Marty McClintock (present by phone)
Homeowner Attendance:	Mark Snapp

ID	Agenda Item	Notes/Resulting Action	Responsible	Due by
1.	Homeowner's Concerns	<p>The concern was the upcoming Waterfront LID and the Board's involvement. The Board approved sending a letter (and information for upcoming meetings) to all owners with the suggestion that each individual owner sign up for communications from the groups that are in favor or not in favor of this taxation for improvement.</p> <p>A concern was voiced about the dying trees at the Union St. entrance. The trees need water but it is difficult using water cans brought up from the meeting room. The water also runs out staining the sidewalk. A suggestion was made to install a spigot on the Union St. side with pipes from a garage line. Kelly will research a water line design. A suggestion was also made to remove the trees and only use seasonal flowers.</p>		

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2.	Call to Order	The meeting was called to order with a quorum		
3.	Review of Minutes	The minutes of January 23, 2018 were approved as written. A pdf copy will be sent to Kelly for posting on the website.		
4.	Finance Report	<p>December 31, 2017 Balance Sheet: Cash \$3,133.41 Petty Cash \$100.00 Op. Res. \$61,139.04 Cap. Res. (702) \$519,018.20 Sale Proceeds (208) \$350,563.67 Cap. Res. (032) \$149,411.58</p> <p>There is a receivable from Pike Brewery for utilities (\$49,320.93) that is being worked on by the South Arcade Board.</p>		
5.	South Arcade Report	<p>A new garage door will be installed on March 27-28. This is budgeted in the 2018 Reserves allocated to the three entities.</p> <p>The Union St. sidewalk damaged glass tiles will be replaced with tiles similar to the replacement tiles in front of the Four Seasons.</p> <p>The City will be removing the monitoring equipment installed for the tunnel project on the Tower and Vincent House. The City will pay for removal, paint and/or repairs.</p> <p>Seagull Netting – More bids are needed to install netting on various roof sections as well as monthly inspection. Bids/Cost budgeted will come from the S.A. Operating budget.</p> <p>The Art Niche in the elevator lobby was discussed. 1st/Union LLC will consider building the niche when they have contractors working on the West property upgrade or when the East property is leased and upgraded – potential lessee would like to move in Fall, 2018.</p> <p>The South Arcade Annual Meeting will be held on March 21, 2018 at 8:00 a.m. in the -1 meeting room.</p>		

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6.	Property Manager's Report	<p>Letters to residents will be sent to owners prior to the Annual Meeting on March 20, 2018. A "happy hour" and refreshments will be supplied by the Social Committee starting at 5:30 pm – Meeting to commence at 6pm.</p> <p>Two Board positions are open in 2018 and will be voted on at the Annual meeting.</p>		
7.	Building Manager's Report	<p>The three fire door replacements were approved by the Board - \$4,300 out of replacement reserves.</p> <p>The Board approved an elevator shutdown on March 7, 2018 from 10:00 am-10:45 am in order to do their inspection.</p> <p>The purchase of a new trash compactor was approved. \$22,000 is included in the 2018 budget. The age and use of the old compactor made this decision necessary so as not to be without a compactor for any length of time.</p>		
8.	Continuing Business	<p>The 2014 Draft 98 Union Board Mission statement was Updated and approved to include in the letter to all residents prior to the Annual Meeting March 20, 2018. The Mission statement will also be posted on the website.</p>		
9.	Design Committee Report	<p>A discussion arose about miscellaneous door mats outside Atrium units. The Board approved purchasing uniform matts for those units. Also, discussed was the removal of door mats outside tower units in their lobbies.</p> <p>The new tiling, painting for floors 6 and 10 are complete. The HOA will pay for the new mirrors and table - three mirror selections will be presented to those residents to choose from. The tables are on order and it will take 4-6 weeks before they arrive. The individual floors are responsible to purchase chairs and table decorations with approval from the Design Committee.</p>		
10.	Unfinished Business	<p>In 2014, The Board sent a letter to the City with disapproval of a Gondola installed and running past our building on Union St from the Convention Center to the Ferris Wheel. An updated letter to the new City leaders will be drafted by John regarding the Union Street Gondola issue because the permit is still in effect waiting for an EIS from the developer.</p>		

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11.	New Business	<p>In order to continue keeping the building maintained and upgraded, Natalie offered to accompany Kelly on a once monthly inspection including the lobbies, garage, etc. This detail will be followed up with Kelly and the maintenance vendor.</p> <p>A conference call will be set up with Kelly, John and Sandra with WAVE to discuss the bulk account and bill back to residents for boxes installed in 2017.</p> <p>The Board approved a move-in fee waiver for the new owner of 505. The new owner owns 507 next door so only small items will be moved into the space. This waiver will only be issued going forward if similar situations arise within the building.</p>		
12.	Next Meeting	<p>The 98 Union Annual Meeting will be held: Tuesday, March 20, 2018 at 6:00 pm with refreshments at 5:30 pm in the -1 meeting room. New Board members will meet after the meeting to elect officers and select South Arcade representatives.</p> <p>April 24, 2018 May 22, 2018 (May change to May 15?) June 26, 2018 July (no meeting)</p>		
13.	Submitted by:	Carole Jo Williams, Secretary		