

ONE BRATENAHL PLACE  
CONDOMINIUM ASSOCIATION  
MINUTES OF THE JULY 18, 2017 BOARD MEETING  
SUITE 101

**PRESENT:** SUE DEMPSEY, PATRICK ROSENTHAL,  
RAY NEGRELLI, GREGG STRONG, JEANETTE WEBSTER,  
CORRINE HARTMAN, SCOTT KILPATRICK

**IN ATTENDANCE:** PAMELA HENDRIX, FIRST REALTY PROPERTY MANAGEMENT  
JIM GRASSO, FIRST REALTY PROPERTY MANAGEMENT

The meeting was called to order at 6:01pm by President Sue Dempsey.

The minutes for the June 20, 2017 Board Meeting and Executive Session and July 5, 2017 Executive Session were reviewed. A motion was made by Corrine Hartman to approve the minutes for all three meetings, the motion was seconded and approved.

Pamela Hendrix reviewed the Manager's Report and various Association business was discussed.

Pamela presented a waiver and release document prepared by Kaman and Kusimano which will form the basis of an addition to the owners rules and employee handbook. The document was discussed and it was agreed would be presented by Pamela to the employees and addressed in a broader communication to owners in August.

Multiple requests were made by Pamela to approve expenditures from MR&R budgeted funds as follows:

- Through a July 10, 2017 email communication Pamela requested approval of an expense in the amount of \$4,827.82 to have Stuart Dean re-bronze the first floor elevator doors. The funds were previously budgeted in MR&R and this request was unanimously approved by email vote. Gregg Strong made a motion to ratify the email approval, the motion was seconded and approved.
- Approve \$6,329.28 to re-carpet guest suites 111 A - B by Marshall Carpet One. These funds were previously budgeted under MR&R, guest suite renovations. A motion was made by Corrine Hartman to approve the expense, the motion was seconded and approved.
- Approve \$2,045.00 to repair damaged marble flooring at various building locations by Suburban Marble. The amount will be allocated from unused MR&R funds budgeted for boiler replacement. Gregg Strong made a motion to approve the expense, the motion was seconded and approved.
- Approve \$3,367.44 to purchase equipment to clean and maintain the building marble floors. The equipment will be purchased from Newport Chemical & Equipment and is budgeted in MR & R under the marble replacement project. Ray Negrelli made a motion to approve the expense, the motion was seconded and approved.

- Approve \$840.00 to cut and bind to size hall carpet remnants to be used to pad the freight elevator floors. The expense is budgeted in MR&R under the marble floor project and will be completed by Marshall Carpet One. A motion was made by Corrine Hartman to approve the expense, the motion was seconded and approved.
- Approve \$17,865.00 to inspect and repair exterior wear and tear on the Northwest quadrant of the building from floors 1 through 15. This represents the first phase of a comprehensive exterior maintenance program for the entire building exterior to be completed by M - A Building Maintenance. This amount will be allocated from unused MR&R funds budgeted for boiler replacement. Gregg Strong made a motion to approve the expense, the motion was seconded and approved.
- Approve \$3812.40 to hone and polish lobby and elevator marble flooring to match the newly installed hall marble floor to be completed by Marblecare. The amount will be allocated from unused MR&R funds budgeted for boiler replacement. Sue Dempsey made a motion to approve the expense, the motion was seconded and approved.

Ray Negrelli, Pamela Hendrix and Sue Dempsey provided an update regarding the membrane replacement and related exterior projects. The status of the budget and remaining work were discussed and it was agreed to address the details in a broader communication to owners in August.

Jeanette Webster presented the June 30, 2017 Treasurer's Report showing a \$205,792 operating surplus YTD. During Board discussion there was consensus that any remaining operating surplus at FYE be transferred to MR&R to support continued growth in this reserve. Jeanette Webster made a motion to accept the Treasurers's Report which was seconded and approved.

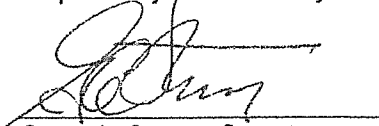
Jeanette Webster also provided an update on the enhanced internet RFI process. Detailed information regarding three proposals was reviewed and discussed by the Board. The board agreed on next steps allowing the process to move forward and to also address the project in a broader communication to owners in August.

Jeanette Webster also provided an update regarding our restaurant license agreement which is expiring September 30, 2017. Different options to extend the agreement were discussed by the Board and Jeanette agreed to share them with the Licensee and make a more specific recommendation to the Board the following week.

Patrick Rosenthal and Pamela Hendrix provided an update regarding OBPCA website re-design. The status was discussed by the Board with no further action taken

With there being no further business, the meeting was adjourned at 9:11pm.

Respectfully submitted by:



Gregg A. Strong, Secretary