

**Annual Meeting of
The Bratenahl Place Condominium Association
May 21, 2018**

The annual meeting of the Bratenahl Place Condominium Association was held May 21, 2018 in the library of Two Bratenahl Place, Bratenahl, Ohio.

Board Members Present: Carl Muller, Mike Shemo, Ted Horvath, Tom Allen, Laura Friscone, Laura Goyanes, Clarke Leslie

Also Present: Jennifer Langston, Roger Langston, Joe Friscone, Greg Binford, Beverly Schneider, Joe Schneider, Rosemary Gold, Jerry Gold, Loretta Kraus, Greg Kraus, Kay Peterson, David Dews, Teresa Dews, Joanne Schwartz, Michael Schwartz, Sol Bravman, Carmen Bravman, Brad Turner, Elizabeth Wheeler, Jim Leslie, Tom DeSantis, Mary Ann Durgin, Leslie Davidson, Bernard Davidson, Laura Stephan, Paul Stephan, Ilga Svechs, Michael Felver, Anita Pipe, Adam Blum, Susan Allen, Cassandra Collier Williams, Jason Chao, and Betsy Wolf

Board President, Carl Muller called the meeting to order at 7:00pm. Greg Binford made a motion to accept the minutes from the May 2, 2017 Annual Meeting that was seconded by Sol Bravman. The membership voted unanimously to accept the minutes from the 2017 Annual Meeting.

Treasurer's Report

Mike Shemo reported that he has received a draft of the Accountants' Review for 2017 which has accepted the figures submitted by management.

Although the Association was budgeted for a \$20,000 deficit for 2017, the Association ended 2017 with an approximate surplus of \$50,000 due in part, to the following:

- Only a portion of the funds budgeted for the salary a maintenance manager was needed as a replacement was not hired until November of 2017 at a savings of approximately \$40,000
- The \$10,000 budgeted for bad debt was not used
- A savings of approximately \$10,000 was realized as a result of a new contract signed with Bratenahl Place Security

Mr. Shemo explained that these were one-time savings that the Association cannot expect to realize again in 2018 necessitating the 2% increase in operating fees to cover the budgeted deficit for 2018.

Mr. Shemo concluded by stating that the Association is in excellent financial condition

Committee Reports

Carl Muller thanked the members of the Board, Committee chairs and Committee members for their hard work and dedication and called upon Committee chairs to give their reports.

House Committee

Paul Stephan reported that lakefront erosion, due in part to damage from Hurricane Sandy, has resulted in the need for a lakefront revetment. The main focus will be the area 125 feet east and west from the centerline of the lake water intake pipe. Bids will be submitted by the end of this month. It is expected that the project will begin this summer and should take about two months to complete.

Marketing Committee

In the absence of Marketing Committee chair, Pamela Barron, the Marketing Committee report was given by Michael Felver per attached.

Decorating Committee

In the absence of Decorating Committee chair, Karen Kriss, the Decorating Committee report was given by Leslie Davidson per attached.

Grounds Committee

Jennifer Langston, gave the Grounds Committee report per attached.

Social Committee

Jerry Gold thanked Jennifer Langston and Mary Ann Durgin for their work on the holiday party, mentioning in particular the collection for the Cleveland Food Bank which was added this year. Mr. Gold announced the events planned for this year will be: the Summer Picnic, which will take place on the grounds of One Bratenahl Place, a pool party, and the holiday party.

Ms. Langston reported that \$3,500 was collected for the food bank. It was determined, after an informal survey of those present, that the collection should be repeated this year.

Recreation Committee

Ken Myles reported that the cracks in the pool have been repaired and the pool is scheduled to open Memorial Day weekend. The committee is in the process of developing a comprehensive plan to replace the pool furniture that is outdated and improve the look of the pool house exterior.

Wi-Fi Project

Ken Myles presented the attached proposal to upgrade internet service in the building. Mr. Myles, along with Mary Myles, will oversee the project expected to begin in July of this year.

Election Results

Karen O'Connor announced that 57.25% of the members' voting power returned proxies. The candidates receiving the greatest percentage of the voting power are: Teresa Dews, Greg Kraus, and Leslie Davidson.

Election of New Board Members

Sol Bravman made a motion to confirm the results of the election that was seconded by Joe Friscone. Carl Muller then called for a vote of the owners. The unit owners voted unanimously to accept the election results. Carl Muller welcomed Dr. Dews, Mr. Kraus, and Ms. Leslie to the board.

Retiring Board Members

Carl Muller thanked retiring Board members, Laura Goyanes and Mike Shemo for their service to the Association and presented each with a gift on behalf of the Association.

New Business

Betsy Wolf asked the Board to consider distributing recycling information, previously sent to Board members, to all residents in the building. Carl Muller advised Ms. Wolf that the Board will take her suggestion under consideration.

Adjournment

With no further business to discuss, the meeting was adjourned at 8:38pm.

Bratenahl Place Condominium Association
Agenda
Annual Meeting
May 21, 2018

1. Approval of May, 2017 Annual Meeting minutes
2. Treasurer's Report
3. Committee Reports
 - House Committee
 - Marketing Committee
 - Decorating Committee
 - Grounds Committee
 - Social Committee
 - Recreation Committee / WiFi project
5. Result of New Board Member Proxies
6. Election of New Board Members
7. Acknowledge Retiring Board Members
8. New Business
9. Adjournment

Marketing Report for BP2 Annual Meeting--May 21, 2018 Rev. 1 . Submitted by Pamela Barron. Presented by Dr. Michael Felver.

The Marketing Team is pleased to report that the website has been very well received. We encourage all residents to check it out, especially the Residents Portal which has been designed with you in mind. You can reserve a public space, schedule a window washer, check on meeting minutes, review the bylaws, notify the management team of travel plans or read the newsletter. These are just a few of the highlights.

If you would like a hardcopy of the Website Virtual Launch document which details features of the website and how to access them please contact Karen O'Connor. Alternatively, an online copy of the Website Virtual Launch Document is also available on the site itself under the Announcements tab in the Residents Portal. The Residents Portal is password protected. The password is: ILiveOnALake-2. The password is case sensitive.

Several residents have suggested website enhancements and we will be working on these for the balance of 2018. A new website feature are 4 new sections under the Virtual Tour header which will feature photographs of the property under the titles--Seasons, Sunsets, Wildlife/People and Renovated Suites. Please forward your photographs of the BP property to Pamela Barron, Marketing Committee Chair, or Karen O'Connor, Building Manager, for inclusion in the website photo albums.

The website is mobile friendly so you can access it from your smart phone or tablet.

The May issue of Currents magazine which is focused on Lakeside Living features an article and an ad about Bratenahl Place. Copies of the article and ad will be posted by the building mailboxes.

For 2018 the Marketing Team (with members from BP1 and BP2) will focus on website enhancements, a print advertising campaign, realtor-based events to encourage realtors to showcase Bratenahl Place and an SEO (Search Engine Optimization) program that is designed to ensure Bratenahl Place comes up on page 1 in response to a Google search for Cleveland Condominiums. Building 1 has their own marketing budget and BP marketing expenditures are shared between Building 1 and Building 2 based on a 75-25% split respectively.

We have already received a few website generated requests for property tours. The Marketing Committee offers general tours of the public spaces but does not show available suites. Available Suites must be shown by a licensed realtor. If a prospective buyer is not currently working with a realtor we will provide a summary of realtors who have listings in Building 1 and Building 2. There is currently only 1 available suite in Building 2.

If interested in price trending--Leslie Davidson, a BP2 resident and licensed realtor specializing in BP listings, publishes a quarterly update on BP2 listings/sales. Contact Leslie directly to be added to her distribution list.

We welcome resident input on website enhancements or marketing initiatives.

Hello

The elevator lobby painting/glazing and wallpaper has been complete. We have heard from many of you that you would like to see some color introduced. One thought has been to add a painting to the wall next to the elevator doors on both the north and south side. Also these paintings could be rotated between the two sides during the year. The main lobby is nearing completion. This area had not been painted in almost 20 years. There were many areas that were showing cracks at trim joints and water mark patches at the ceiling. CRae Interiors along with Rob Lewis did numerous samples to tweak the colors to incorporate the beauty of the marble floors while allowing our lobby furniture to become the accent pieces. The lobby draperies were taken down for painting and it has been noted that there are areas of dry rot on them. At this point we are leaving them down and would like to see if it is necessary to actually have any draperies put back up. Let us know what you think.....

We had ordered a sample of a metal poppy sculpture we were considering for the resident hallway shelves. However, the consensus among the design committee and our designer was that the sculpture was not the right scale for the shelves. It is being returned to the supplier and at this time there is no decision that has been made regarding anything decorative for the shelves.

Moving forward the committee has been asked to work with Cindy Cohen to gather budgetary numbers for updating the library and lower level in the future. No dates have been set.

Thank You,

Karen Kriss

Grounds Report – Two Bratenahl Place

Annual Meeting
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Committee: Lydia Ridenour, Jim Leslie, Elizabeth Wheeler, Brad Turner, Michael O'Connor
Ex-officio: Paul Stephan; Ken Myles

Many thanks go to this hard working committee that oversees all aspects of maintaining the grounds of our building. We have met at regular intervals to address on-going maintenance needs and to plan several new initiatives that will enhance our property during the warm seasons. This includes handsome new planters for the front and rear entrances of the building, renovated plantings in the entryway beds, a few new trees to the west of the building and a replacement Linden tree along the path by the parking lot to the south. Committee members once again have committed to watering the planters during the season.

In 2017 our focus was on trees – replacing diseased trees, pruning tree roots and dead branches where necessary. Our vendors were Green Estates (under the ownership of Dave Dudash) and Davey Tree as well as a few independent individuals on an as needed basis. Late in the year we learned that Green Estates was sold to New Vista, a company owned by Mike and Matt Supler, and that the new owners will continue to honor the 3-year contract through the end of 2019. So far we have been impressed with the professionalism and attention of the new owners.

In 2018 our focus is on the entryway beds. While maintaining the original plan we are replacing some plants with newer varieties procured through Steve Kinzel of Biodiversity Landscape Design and Nursery Sales and installed by the New Vista/Green Estates team. A new sprinkler system was installed. Cost estimates for all the renovation were honored and within budget.

The other focus is on planters and hanging baskets by the pool. Impullitti was hired to design and plant the new zinc planters with three seasonal plantings. Additionally we repurposed the existing urns by placing them on the pool deck and authorized Impullitti to design and plant summer annuals. Kollman's Greenhouse started the plantings for the hanging baskets by the pool with our choice of material. We are evaluating these with some concern.

Irrigation continues to be an on-going problem especially for the west side of our building and the area around the pool. It is a combination of lack of hose outlets and inconsistent functioning of the irrigation equipment. At the direction of the Grounds committee 2 BP maintenance staff takes care of replacing sprinkler heads, setting the timers and making minor repairs to the system when it malfunctions.

Tree work will be minimal with some pruning and cleaning of dead branches in the picnic area. We continue to monitor all the trees including the new ones.

Our plan for the iconic birdbath resting at the end of the Linden tree path is to have it filled with river rock stones. A generous resident of 2 BP has offered to donate a sculpture to be placed on top of the stones.

Six new Adirondack chairs are being purchased for the fire pit and west shoreline areas. We were able to purchase them from Frontgate at a discount with free shipping.

Future Plans

The perimeter stone beds are on the radar screen. Green Estates has been asked to give us a quote for repairing the retaining metal fencing and adding more stone.

As our budget allows we will be thinking about new trees on the parking lot median south of our building, additional fertilizing of trees, improvements for the perimeter beds around the pool, planting of additional perennials in the various beds, and planning for sustainable plantings along the shoreline.

Report submitted by Jennifer Langston. Committee Chair

BP2 Fiber Optic WIFI

May 21, 2018

As a result of a 14 month evaluation selection project, Sol Bravman and Ken Myles recommended to the BP2 Condominium Association Board to enter into an agreement with Spectrum Community Solutions (Time Warner Cable) for WIFI and Digital Select Video. We have worked closely with BP1 and they are moving forward with the same Spectrum Community Solution options that we have recommended.

Spectrum is providing BP2 with a fiber-optic solution that will result in a 300 Megabits per second (Mbps) download speed and a 300 Mbps upload speed, per suite. To put this in perspective most current Time Warner residential plans are 15 Mbps download and 1 Mbps upload. The speed differential will be incredible. In addition, the installation will result in a much more stable Internet connection for each suite.

In order for BP2 to get the most attractive pricing, Spectrum bundled WIFI with their Digital Select Video package (the typical channels that BP2 gets with basic cable) with Internet, for one fee. The result for signing a seven year contract, for both WIFI and Digital Video, will be \$68 per unit per month (75 units), billed in one monthly invoice (\$6,000) to BP2. As part of this deal, BP2 will receive 150 digital boxes – 2 per unit. Amenity wireless coverage is being provided to the ground floor lobby and common areas, rooftop deck and swimming pool area.

Spectrum will provide the following services and cover all associated costs:

- Running fiber-optic cable to BP2
- Purchasing Nomadix gateway server (up to 1000 user licenses), the Main Distribution Frame (MDF)
- Purchasing Uninterruptible Power Supplies (UPS)
- Running fiber up both sides of the building and to each wireless access point (WAP), on each floor
- Purchasing Ruckus Zoneflex Wireless Access Points, also known as Individual Relay Frames (IRF)
- Installing Ethernet cabling from each IRF to WAP in each suite. Some may be just inside the door others may be further in the suite depending on signal strength needed
- Purchasing Fiber boxes, patch panels, dataracks and any other data network ancillaries
- Providing 24x7x365 support for residents
- Providing 24x7x365 support for BP2 staff
- Providing initial supply of refrigerator magnets with support phone numbers
- Maintaining equipment in superb operating fashion throughout the contract term

BP2 will provide the following services and cover the following costs:

- Insuring that sufficient power is within 3 feet of the gateway server (Duplex NEMA 20Amp outlet)
- Insuring that sufficient power is at each of the Individual Relay Frames (IRF), 1 per floor (Duplex NEMA 15amp outlets)
- Assigning a Project Manager (Ken and Mary Myles) to coordinate all aspects of implementation
- Identifying an Administrator (Karen O'Connor) to handle credential assignments both initially and ongoing

We will begin installation in early July.

Common questions and answers with the BP2 deal

1. What is fiber optic cable?

A fiber optic cable consists of a bundle of glass threads, each of which is capable of transmitting messages modulated onto light waves. Fiber optics has several advantages over traditional metal communications lines, it has much greater bandwidth and is much more stable.

2. How will a suite owner gain access? Are they given a portal to register in?

There is a “credential management portal” used by our Administrator (Karen O’Connor) to assign all credentials. A suite owner will initially use the login credentials assigned by the administrator to gain access. The suite owner can then change their login credentials as they wish.

3. Will each homeowner have a private login and unique password?

Yes.

4. Will that login allow access anywhere in the building where WIFI is available?

Yes, with homeowner credentials, residents can access the Internet (about 200 feet from building) as well as in all common areas, garage, penthouse, penthouse deck and pool. If you are in your friend’s condo on the 12th floor you will still be using your own network as opposed to theirs, even though you are in their condo. If you are at the pool, you can print a document to your printer, in your home, as opposed to the nearest printer.

5. How will guests access the WIFI?

There will be guest passwords. You do not need to share your credentials in order for a guest to access the WIFI.

6. Will we have WIFI at the pool, penthouse, penthouse deck, library, ballroom, laundry room and garage?

Yes.

7. Will we have the TV package available at the pool?

Yes.

8. If we have a 1GB fiber optic line run to our building, why does it only result in 300 x 300 in the suites?

Spectrum will bring in as much bandwidth as needed in order for each suite to receive 300x300 speed. If we need to go above 1GB, they will provide it. The actual fiber cable has more capability than the 1GB they’re lighting up for BP2, at this time.

9. What if the price for either TV or Internet goes down in the next 7 years? Do we receive the benefit of lower pricing?

Yes, we can renegotiate, if necessary.

10. What if I had negotiated a better deal with TWC, or someone else, that actually results in my combination of Internet and TV being less than \$68 per month?

Spectrum will handle these situations on a case by case basis and honor the lower of the two prices for the duration of your negotiated deal.

11. If a resident wants to add more TV options than what comes with Digital Select Video, how do they do it?

Each resident will have an account assigned in the Spectrum billing system in order to receive the "free two boxes" as part of the all-digital project. This also allows them to order additional services and be billed the difference for the service they order. Since we have all switched to digital boxes there is no need for any different boxes.

12. Will any hardware need to be installed in the homeowner's suite?

Yes, the Wide Area Access (WAP) point will be just inside your suite door. Some suites may require a second WAP to boost the WIFI thru the entire unit. This will be determined during installation. Some suite owners may require a hard wire installation for work or other reasons. This needs to be coordinated with Mary Myles prior to July 1.

13. Does Spectrum need to have access to each suite to do any type of installation?

Yes. Mary Myles will coordinate and communicate the timing with each resident. She will need to know whether you need a hard wire connection as well as if you think you'll need a second WAP, prior to July 1.

14. What is included within Digital Select Video?

The standard Spectrum video package including Fox Sports Ohio and Sports Time Ohio.

15. Will we have phone capability in the garage?

Yes, but it will not be through your mobile carrier, it will be thru Voice Over Internet Protocol (VoIP). This will work because we're installing WIFI in the garage. You'll need to download an App onto your smartphone ahead of time and be sure to have WIFI access "on" when you're in the garage. You'll then be able to use your existing phone number to make/receive calls over the Internet. A common App for this type of communication is WhatsApp. You can preprogram numbers into your WhatsApp, directly on your phone, so you can one touch dial in case of an emergency. Ken and Mary Myles are available to help you get this set up, if needed.

16. What do I need to do as a resident of BP2?

Determine if you will need a hard wire set-up in your unit, in addition to WIFI. We'll need to coordinate this with residents prior to installation July 1. We'll also need to determine which units will need a second WAP to boost the WIFI signal within the unit.

In either case, communicate with Mary Myles via email marymyles18@gmail.com (preferred) or phone, if you don't have email, at (216) 536-5437.

17. Who do I contact with questions?

Contact Mary or Ken Myles via email marymyles18@gmail.com Please try and use email so we can develop a set of FAQ's that can be added to our website.