

One Bratenahl Place Condominium Association
Minutes of the September 17, 2018 Board Meeting
Suite 101

Members Present: Bill Christ
Sue Dempsey
Corrine Hartman
Scott Kilpatrick
Ronnie McConnell
Patrick Rosenthal
Jeanette Webster

Members Absent: None

Invited Guests: Bill Pender, First Realty Property Management
Blair Cancelliere, First Realty Property Management
Julie Perkins, Kaman & Cusimano

Call to Order:

There were sufficient members for a quorum. The Board Meeting was called to order at 6:01 p.m. by President Sue Dempsey.

Meeting Discussions:

Approval of the regular Board Meeting Minutes from 8/20/18: Corrine Hartman made a motion to approve these minutes with all revisions, Jeanette Webster seconded, and it was approved unanimously.

I. Projects, on-going operational costs, and maintenance

A. Repair of the expansion joint at Suite 807 by Gardiner is scheduled for start of the repair on October 3, 2018. As mentioned in the previous minutes from 7/16/18, eddy current testing also will be performed at this time to help identify any surface/sub-surface defects and/or corrosion.

B. Preventive maintenance of convectors. Blair Cancelliere provided the Board with an updated inspection maintenance checklist document, including fields for pan and flood alerts,

changing batteries, and cleaning coils and drain lines, for use by the maintenance staff and management, and to aid in records keeping and accountability.

C. North passenger elevator drive sheave repair, approved expenditure on 7/16/18, is still pending ordered parts and awaiting to be subsequently scheduled.

D. Kaman & Cusimano prepared a waiver and release form for owners and residents to sign prior to using the Association's pending managed Wi-Fi system. Ronnie McConnell made a motion to approve the waiver, Patrick Rosenthal seconded, and it was approved unanimously.

E. Caulking of the north facing exterior windows and patio doors. M-A Building and Maintenance Company provided a proposal to caulk all doors and windows facing the north side (Lake Erie) using a swing stage, estimated at approximately \$21,800. Corrine Hartman made a motion to approve the work and expenditure, Sue Dempsey seconded, and it was approved unanimously.

F. Window project list and replacement. The total commitment to date for the 2018-2019 budget year is \$26,535. There were discussions regarding the method of determining the need for replacement and the prolonged time interval between when orders are placed and the windows are received. All agreed that replacement should be prioritized based on the condition of the windows, not simply requests from individual owners, with the worst conditioned windows being replaced first. An engineer (or similar) with experience in evaluating window "condition" may need to be contracted to help us prioritize window replacement.

G. Previous residents have left furniture in storage that needs to be either claimed or removed. It was agreed to notify these prior owners, if available, giving them notice of pending disposal or removal of these items, if not claimed within 30 days.

H. The tile floor cleaning of the Garden Court by Coit Cleaning and Repair and expenditure, approved in the 8/20/18 regular Board meeting, is being re-evaluated as it appears the total cost will exceed (by \$1000) what was originally planned and approved. As the Association has the equipment, we will look into doing the cleaning ourselves, utilizing our own staff.

I. The Board reviewed a list of our current contract expiration dates, in anticipation of needing to adequately review such contracts in advance.

J. Rohal Construction Co., Inc., provided a quote to replace the front door lobby, right sided steel door, estimated at \$2295. Ronnie McConnell discussed the need to also replace a second similar door. Jeanette Webster made a motion to approve the expenditure, Corrine Hartman seconded, and it was approved unanimously.

K. Shannon Electric provided a quote to remove all old light fixtures and install LED lights for the storage locker areas, \$8106. Sue Dempsey motioned to approve the expenditure, Scott Kilpatrick seconded, and it was approved unanimously.

L. Service-Tech Corporation offered to clean the 2 laundry exhaust systems, serving 2 dryers, and 2 room exhaust ducts with grilles, \$1990. Scott Kilpatrick made a motion to approve the service, Sue Dempsey seconded, and it was approved unanimously.

M. Rohen Bros. Fence Co., Inc., proposed to repair chain-link fence by tennis court, shed, Dougway Creek, and the fence west of building 1, for \$2907. Sue Dempsey motioned to approve the expenditure, Scott Kilpatrick seconded, and it was approved unanimously.

II. Miscellaneous.

The Board reviewed the current staffing issues. One of our maintenance employees has left One Bratenahl Place. We have hired a new security person and are currently interviewing candidates for full-time porter and part-time resident services desk coordinator positions.

Patrick Rosenthal discussed the need for thorough cleaning and updating the hallways, doors, and entrances to the building, including the basement area. There was concern among all that this area be "presentable", especially to new potential buyers for units in our building. Blair Cancelliere indicated that he would look into this issue further and provide the Board with a plan.

Financial report: Jeanette Webster reviewed the One Bratenahl Financial Statement provided by First Realty for the period ending August 31, 2018. This information was discussed and accepted. Scott Kilpatrick mentioned the desire by many of in the building to have a rooftop deck, which remains in our budget. The Board supports the long term plan of providing a roof top deck again for the Association, but the current priorities and ongoing projects will likely prevent it from being done prior to roof replacement.

Scott Kilpatrick mentioned the need to formally publish and/or distribute the Board approved Committees members' names and contact information. The Board agreed to provide Blair Cancelliere with a list that can be distributed to the owners.

Committee Reports

Communications: Bill Christ reported that the Committee had nothing to report.

Finance: Jeanette Webster reported that the Committee had scheduled a meeting for early October.

House: Sue Dempsey informed the Board that we were still waiting on the approved plants for the Garden Court. There also was discussion regarding paintings in the Garden Court. The Committee is currently evaluating the option of utilizing a professional interior design consultant to provide a long term interior design plan for the entire building, to be implemented as funds are available.

Landscaping and Grounds: There was concern and discussion regarding the plantings on the west lawn immediately adjacent to the restaurant outside dining area. It was decided that for the time being we would not move forward with a perennial and evergreen bed next to the

restaurant, as this area rarely is utilized for events and catering from the Bistro. Scott Kilpatrick mentioned that the Committee will evaluate options for future hardscape and potted plants in this area and report back to the Board.

MR&R: Corrine Hartman mentioned that the Committee had met on August 28, and discussed the 2019 reserve study and related projects, including updating air handling units and elevator upgrades (north side). For 2019, the Committee proposed to address the following areas of concern: convectors (replacing valves, drip pans, evaluate alarms), exterior windows (standardizing acceptable window types as they are replaced), and pipes and risers (provide a multiyear plan to address their replacement). The Budget for 2017-2018 with board designated projects was verified and highlighted for the Board members to review.

Marketing: Patrick Rosenthal reported that "video tours", highlighting the "real" life and amenities of our Building and Association, had been successful with actual testimonials from residents in our building. Portions of these videos will be professionally placed and utilized on our Facebook page.

Social: Sue Dempsey and the Committee will provide the Board with dates for the 2 Holiday events in December, ensuring there is no conflict with the 2 Bratenahl Place holiday party and/or other similar events. A new resident Meet and Greet is being planned for October.

Electric car charging stations. 2 Bratenahl Place has provided metered outlets within their garage for charging electrical vehicles (EVs). The Board recognizes that metered garage outlets, at least 240V, will need to be an available option for our residents in the near future, as the increased use of EVs will ultimately require an over-night charging infrastructure. Management and the Board agreed to have a more thorough discussion of this topic at a future board meeting with a plan for implementation and potentially access for all.

The date for the next Board meeting will be Monday, October 15, 2018.

In preparation for the Executive Session, the Board Meeting was adjourned at 8:32 p.m.

Respectfully,



Scott E. Kilpatrick, M.D., Secretary