

**One Bratenahl Place Condominium Association**  
**Minutes of the February 18, 2019 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  
Karen Seagren, 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 6:02 p.m. by President Sue Dempsey.

**Meeting Discussions:**

Approval of the regular Board Meeting Minutes from 1/21/19: Sue Dempsey motioned to approve these minutes with edit and re-review via email prior to being sent to the residents. Patrick Rosenthal seconded, and it was approved unanimously.

I. Projects, on-going operational costs, and maintenance (Manager's Report)

A. The Window Project List continues to move forward with a total balance commitment to date for the 2018-2019 year of \$13,615.00.

B. North Freight Elevator malfunction. Kone has agreed to replace the drive at no charge to the Association. As soon as the required parts are received, the replacement repair will be scheduled and the residents notified.

C. New Laundry Equipment. Implementation of the new laundry equipment in the north side laundry room occurred during the prior week of February 11, 2019. The south side laundry room will be similarly completed this week.

D. Renewal of People's Insurance for D&O coverage (Directors and Officers Liability Insurance) is currently being reviewed, and Karen Seagren is waiting on quotes.

E. The Board reviewed a list of contract expiration dates.

F. After reviewing 2 independent quotes, the Association will be contracting with Shirmer Elevator Consulting, Inc., who will provide an independent review of the current elevators, including pending repair costs and replacements. At the January Board meeting, the Board had previously approved Karen Seagren to move forward to obtain this evaluation, not to exceed \$7000 in total costs.

G. Pipes and risers. The Association has received 3 quotes for a detailed evaluation and assessment of our pipes and risers. After some discussion, Jeanette Webster motioned to allow the MR&R Committee one week to review these quotes, with a cap not to exceed \$15,210 (plus reimbursable), followed by legal review of the agreed upon contractual arrangement. Corrine Hartman seconded, and it was approved unanimously.

H. Fire Alarms. Management and the MR&R Committee are investigating potentially updating our system, providing the Association with a multi-year, long term plan. The Board previously reviewed quotes from 2 potential vendors for an entirely new fire alarm system implementation and one for repair. Karen Seagren met with Life Safety Consultants to further discuss our current situation and the need to add fire phones and additional speaker units. Jeanette Webster motioned to have Karen Seagren and a representative of Life Safety meet with the local fire department and present a 2-year approach to updating our alarm system, not to exceed \$5000. Ronnie McConnell seconded, and it was approved unanimously.

M. Air Handler unit #4 serves the center room of the restaurant and is not functioning properly. The Board evaluated 2 quotes for reparations, and one of these quotes also required wall repair. Karen Seagren will further clarify the issue and proposed quotes with both vendors. Since we do not need cooling this time of the year we will wait for more information before making a motion on this repair.

## II. Miscellaneous.

There are 10 units currently for sale in One Bratenahl Place, 6 utilizing Mac Realty, 2, Chestnut Hill Realty, 1, Coakley Real Estate, and 1 Worsech Real Estate Services.

Financial report: Jeanette Webster reviewed the One Bratenahl Financial Statement provided by First Realty for the period ending January 31, 2018. This information was discussed and accepted.

Mayor Licastro formally requested the opportunity to use our Penthouse to share information and promote the Bratenahl Village new tax levy/proposal. Current Association policy is that political meetings are not allowed to take place in our Penthouse or Garden Court. The Board supports this policy and denied this request. A similar proposal had been declined by 2BP for the use of their penthouse.

Spectrum is currently evaluating the recently installed devices and testing for signal strength and coverage. March 1, 2019, is the current "go live" date for all Unit owners who have signed the waiver. Owners should wait at least 1 month before cancelling their current separate and individual Wi-Fi subscriptions, ensuring that their current devices are working with the newly installed Spectrum Wi-Fi equipment.

As of today, the Association has voted overwhelmingly in support of the current Election Amendment, with 57.8% in favor and 5.5% opposed. The special meeting for voting on the Amendment is scheduled for Tuesday, February 26, 2019.

There was a detailed discussion of the handling of rules violations and related enforcement issues. The Board discussed equal and fair enforcement among all residents and recognized that many policies and rules need to be updated and modernized. Corrine Hartman made a motion that we enforce our rules and restrictions, currently as written, when we receive a written complaint, and that Management must respond within 30 days of the complaint with a written letter to the alleged violator. If the violation is not remedied and/or we receive a second notice of similar violation, the issue must be presented to the Board for further action. Scott Kilpatrick seconded, and it passed by majority vote (5-2). Karen Seagren agreed to discuss with Kaman the appropriate language for the letter, also providing a sample template for our use.

#### Committee Reports

**Communications:** Bill Christ mentioned that he is meeting with Sue Dempsey to discuss resurrecting the Committee and new volunteers. The former members of this Committee are no longer interested in serving.

**Finance:** Jeanette Webster reported that there was nothing new to report.

**House:** Sue Dempsey mentioned that, regarding bids for an interior design plan, the RFQ is currently being developed, the scope defined, and ultimately will be shared with the Board. The committee additionally will be examining costs related to interior design and replacement. Preference will be given to vendors who have experience in design of commercial buildings, such as large hotels, not small residential spaces.

**Landscaping and Grounds:** Scott Kilpatrick provided the Board with the minutes from their recent committee meeting in the Penthouse, on February 10, 2019. These minutes included but were not limited to equalizing the landscape bed heights, rounding out the west side lawn bed edges where possible (e.g. from rectangular to more kidney shaped), providing large rocks within the beds for texture and contrast (previous quotes provided in 2018), and a list of proposed perennial flowers with a seasonal blooming sequence. The committee thought best to also follow the theme of 2BP, with its annuals, specifically magenta sunpatiens. Sue Dempsey expressed

concern regarding the weight of the stones and the underlying membrane. It was considered best to seek professional consultation on this topic, before implementing the rock outcroppings. Karen Seagren was tasked with contacting our current landscape vendor, New Vista regarding the above concerns and help provide an opportunity for Suzanne Westbrook to meet with one of the Supler brothers (owners of New Vista) to discuss options for plantings and rock placement this year. Additional quotes for the plantings and extra work will need to be obtained from New Vista and approved by the Board.

MR&R: Corrine Hartman reported that the MR&R Committee is scheduled to meet in 7 days.

Marketing: Scott Kilpatrick previously had notified the committee chairs of both 1BP, Patrick Rosenthal, and 2BP, Pamela Barron, regarding concerns related to nonsecure non-password access of Association records, published on our website, bypassing the password protection and resident portals. The developer is currently working on a secure solution and proposal.

Social: Sue Dempsey reported that the committee is in need of volunteers.

The date for the next Board meeting will be Monday, March 18, 2019.

In preparation for the Executive Session, the Board Meeting was adjourned at 9:00 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read 'S. Kilpatrick', with a stylized flourish at the end.

Scott E. Kilpatrick, M.D., Secretary