

**East Horizon Condominium Association (EHCA), Inc.
Board of Directors (BOD) Meeting – Minutes
Thursday, April 21, 2022**

CALL TO ORDER: Roger Kesselbach, President, called the meeting to order at 7:00 p.m. A quorum was established with Roger Kesselbach (President), Jim George (Director), Robin Sandland (Assistant Treasurer), Tom Cafone (Maintenance Director), and Sharen Obert (Maintenance Director) present. Diane Lorello (Vice President/Treasurer) was present via telephone conference. Also present were five owners along with Sarah Miles of Vesta Property Services.

APPOINTMENT OF MINUTE-TAKER: Roger stated that Vesta will be taking minutes at this point.

PROOF OF MEETING NOTICE: Jim reported that the meeting's agenda was posted on Monday, April 18, 2022.

PRIOR MEETING MINUTES APPROVAL: Diane made a motion to accept the draft **March 17, 2022** minutes as distributed in the Board packet, seconded by Jim, all in favor.

REPORTS:

Presidents Report: Roger reported that all items on the punch list with Chematics should be finished in the next couple of days.

Other Officer Reports: N/A

Architecture Committee Report: Diane reported that unit modification requests were received for unit 321 and 442. Diane made a motion to approve both requests as they meet the guidelines, seconded by Robin, all in favor. Diane stated that she asked Vesta to review approved unit modification requests for 2021 and to confirm that all permits and inspection reports/releases were submitted if required. The Board also received a new request on the day the Board meeting for an unknown date in the future, but Board consideration of that request was deferred until a recommendation could be obtained from the ARC Committee. Diane asked that the request be scanned and emailed to her for distribution to the ARC Committee.

FINANCIAL REVIEW: Diane reported that the YTD operating expenses are tracking slightly over budget. She was unconcerned at the moment because the excess was due to unanticipated major elevator and fire system repairs and a mere timing issue with some utility bills. She also reported that the deposit for the chain-link fencing replacement was supposed to come out of reserves. This deposit is going to be reallocated in April.

MEMBERS DISCUSSION: Owners in the audience were offered an opportunity to provide input on the other agenda items.

MAINTENANCE: Tom reported that the pressure washing of all walkways and stairwells has been completed. The roofs will be addressed soon. He also stated that the walls where the fire hose boxes were removed are patched up and will be primed and painted.

Tom reported that new rocks were added in front of building 405. He has also been working the last two days with the Association's concrete-restoration contractor addressing issues arising since they left the property.

OLD BUSINESS:

Election of Board Secretary: Roger stated that the term of the Secretary expired on Tuesday; 60 days after the appointment. Diane made a motion to appoint Sharen as Secretary, seconded by Robin, all in favor. Roger asked Jim to give all records to the new Secretary within 5 days.

Garage Audit Results and Recommendations: Diane sent a detailed PowerPoint document with the garage audit results to the Board prior to the meeting. Diane recommended to educate owners on the requirements and to audit the garages again in June. Jim requested Diane to evaluate the Rules and Regulations to confirm they adequately address the points about items blocking fire lanes and exits.

NEW BUSINESS:

Vote to approving Architecture requests (Windows u442, Shutters u321): Addressed under Architecture Committee Report.

Policy on items donated for common area: Diane recommended that once a request comes in from an owner to donate an item, Vesta should send it to the Beautification Committee for review. Jim recommended that the administrative procedures be updated to reflect Diane's recommendation. Diane stated she would take on the update of the administrative procedure.

Rec Room accoutrements (Cushions, tablecloths, sound-deadening): Diane purchased a set of reusable, stain-resistant tablecloths for the new tables in the rec room. Diane stated that some owners complained about the noise levels in the rec room, but this no longer seems to be an issue since the tables were moved in. The replacement of glass tables with wood tables seems to have satisfactorily addressed the noise and cushions will further mitigate. In regard to the cushions, Diane is reviewing different options as she wants to make sure the Association is getting the right cushions for the chairs to fit to the tables, but also at the right price. Non-custom cushions should be adequate, however, the chairs for the gaming table will need to be taller cushions as the gaming table is taller. Despite now considering buying cushions for all chairs, Diane thought the total expenditure on the rec-room refurbishment would still remain under the final estimate reported at the March board meeting.

Website recommendation: After an intensive review of website providers, Diane recommended to select NABR Network which Vesta uses for its clients. The setup fee is \$300 and the monthly fee is \$75 and these levels of fees were anticipated in the 2021 EHCA budget. Diane made a motion to transition the Association website to NABR Network, seconded by Jim, all in favor. Diane will take the lead on the new website. Sharen and Diane will agree offline on maintenance of the current website during transition.

ADJOURNMENT: Roger made a motion to adjourn the meeting at 7:45 p.m., seconded by Robin, all in favor. The next Board meeting is scheduled for Thursday, May 19, 2022.

Respectfully Submitted,
Sarah Miles
Vesta Property Services