

**ESPLANADE CONDOMINIUMS  
BOARD OF DIRECTORS' MEETING  
ESPLANADE CLUBHOUSE  
Thursday, Oct 1, 2009; 6:30 PM**

**Board Members Present**

Siggi Bjarnason								President
Jacqueline Brinker								Secretary
Delloney Wallyce						Not Present		Vice President
Adam Henderson						Not Present		Treasurer
Evellyn Kessler								Member at Large
Vickie Tolson								Property Management

**Call to Order 6:33 pm**

**HomeOwner Forum**

2 homeowners in attendance

HO asks about most appropriate place to find minutes, updates on projects, etc. What is the new board schedule?

- monthly except for July, Aug, Dec

HO asks about newsletter being worked on.

- Board discussed last week and needs to give final approval and discuss distribution.

HO asks for update on Juanita Creek Project.

HO asks for update on the leased parking spaces and what intentions are this year when leases up.

- Leases were up a couple months ago and need to be revisited. Andrew suggests that we not make this a silent auction again this year so that we obtain a better price. Andrew offers to coordinate the logistics of the lease revisit.

HO reports that sidewalk in front of building K needs repair.

## **Approve Sept meeting Minutes**

*Motion to Approve*

*Seconded*

*Siggi Bjarnason*

*Evellyn Kessler*

## **President's Report**

Minutes from May and June posted have been posted this week and calendar has been updated for new board meeting schedule.

Will be making updates to website for new offices shortly and will obtain an update on Verizon FiOs.

Note that there has been much forum discussion about lack of communication – especially around spa being out of service. Siggi asks Vickie to make sure that Eric posts a sign when pool/spa is out of service for any reason, along with an expected date/time of re-open.

## **Treasurer's Report**

Vickie has attempted to contact Adam by email, but has no response.

Vickie will provide us the balance statement to post with the meeting minutes this month in lieu of the Treasurer's report this month.

## **Property Manager Report**

### **Update Juanita Creek Project**

Vickie sent check to Pace to complete the pre-application meeting with City of Kirkland which will tell us next steps for the project.

Flood insurance has been added for T and U buildings until completion of this project.

### **Window Cleaning - completed**

Cleaning completed Sept 14-16 by Interlake Window Cleaning.

2 HO's complained that windows were not cleaned well – turns out windows were dirty on the outside.

### **Swimming Pool and Spa**

- Alarm repair completed
- Control of keys to pool/spa – Vickie has a bids from two vendors and we're still pending a third. Estimate at this time is about \$2500.
- Still pending one fence bid for the pool area – estimate at this time is about 6k.
- Gate has receded and now striker plate is too high and needs to be lowered or filed. Vickie to have Eric take a look at to determine what needs to be done.

## **Landscaping**

- Vickie has obtained contract for board to review. Board to review budget for landscaping at budget time.
- Vickie has identified that the lack of irrigation behind buildings A-D is due to underground spring/creek, which cannot be re-routed, diverted, etc.

## **BBQ Replacement**

- Vickie has found a natural gas grill to replace our current. Board agrees to a price under 1k and that it may be worth to purchase this now as the season ends to get a better deal and put it out for use when the pool opens again. Vickie will find the perfect grill and a place to store until next spring.

## **Old Business**

- Additional lights for complex. Vickie will let us know when nearby complex has theirs installed – should happen on Oct 7.

## **New Business**

- Board will start Fy10 budget discussion next meeting. We have no indication yet from vendors what new fees will be. Vickie will provide draft budget for Nov meeting discussion. Board will have a special budget meeting.

## **Other Business**

HO sent an email request for approval on installation of a ductless heating/cooling system. System would require free standing unit outside of the HO's unit on property common area. Board denies this request, as it requires installation on common areas.

HO sent an email with request that board review our property water usage to save money and water. Board agrees the irrigation should be attended around the property and will discuss with landscaping company.

HO received approval for installation of laminate floors and requests confirmation of thickness of the sound barrier at 6mm. Board confirms that 6mm is approved sound barrier.

Time clock installation was being handled by Adam. Board needs an update on this.

Eric's job has not been clearly defined and needs to be documented. Board to put together a list of projects which should be done around the property and to ensure he's maintaining the property as we expect.

Vickie walks the property about every two weeks to check up on projects and ensure that Eric is doing his job.

## **Parked for Future Meetings**

- November Meeting – budget discussion and parking space leasing

- January Meeting - House Rules review
  - Revisit fee schedule to remove the cap
  - Pets
- Building Captains
- Committees
- Club House (future use)
- Identification of water shut off valves around property
- Parking registration/stickers
- CAB Investment Strategy (hold)
- Property Management (hold)

### **ACTION ITEMS**

- Board to review the lease rules posted on the website – revisit the rules and determine if we want to change these in any way this year.
- Siggie to update website and obtain Verizon FiOs update.
- Vicki to make sure Eric posts a sign when the pool/spa is out of service for any reason, along with an ETA.
- Vickie will provide us the balance statement to post with the meeting minutes this month in lieu of the Treasurer's report this month.
- Siggie to send Adam an email asking about intent for board position.
- Vickie to have Eric take a look at the pool gate.
- Vickie to find the perfect grill and find us a place to store until next spring.
- Evelyln to set up meeting with our current landscaper to review irrigation system for the property.
- Vickie to send Evelyln the contact information for Brickman landscaping.
- Board to put together a list of property projects for Eric.

**Adjournment:** 8:05  
*Seconded*

*Jacqueline Brinker  
 Siggie Bjarnason*

**Homeowner FORUM:** *(During the first 15 minutes of the meeting, individual unit owners may address the Board with specific concerns or suggestions. The Board may address these items, or defer them for further study or investigation. After the Homeowner Forum, owners may observe the working part of the Board meeting, but are requested not to comment or participate in the meeting, unless called upon by the Chair. Time constraints require meetings to be conducted within these guidelines.)*