

**ESPLANADE CONDOMINIUMS  
BOARD OF DIRECTORS' Meeting  
Esplanade Clubhouse  
Thursday, March 5th, 2009; 7:00 PM**

**Board Members Present:**

Jacqueline Brinker								Secretary
Karen Thompson								Treasurer
Siggi Bjarnason								President
Vickie Tolson								Property Manager

**Officer resignations submitted for the following:**

Mary Dunphy								Member at Large
Andrew Arnott								Vice President

**Homeowner Forum**

No Homeowners in attendance

**Call to Order: 7:04**

**Approve February Meeting Minutes**

*Motion to Approve*

*Seconded*

*Siggi Bjarnason*

*Karen Thomson*

**President's Report**

Building F is scheduled for next Wed – Jim Muri to supervise.

Everything already wired to date is being prepped for service, and then going forward as building are wired they'll be prepped immediately.

Vacant units have owners, so it shouldn't be a problem to coordinate access.

Units in foreclosure may not be easy to coordinate with – handle as we come across these.

### **Treasurer's Report**

Report pending.

Balance sheet – correction to repairs/maintenance made for the 4 units with water intrusion event balances.

### **Old Business**

Electrical for carports – Hill Electricity has located electrical wires for carport L so that it can be repaired.

Storage shed fixed on K101 from leak in December.

Gutters being cleaned/additional proposal – includes zinc to remove moss. All gutters run about \$3,750, zinc on every building/carport 6k for a total of 9k. Board agrees to move forward with this proposal. (Not the same vendor used for gutter replacement last fall).

Safe and time clock – Vickie has on hold for us at Office Max. \$450 for safe, time clock \$249, and delivery at no charge. Time clock will be installed, probably an hour of labor. Will need ability to mount to the floor – Vickie to research this.

Storage shed – Pending location selection. Vickie to email Andrew about shed and ladder.

Delinquent accounts:

Units in building P, R – attorney unable to locate HO for service

Unit in building V paid off in full

Unit in building M – trustee sale postponed to 3/13

Unit in N – attorney requested for payoff

Items removed from around dumpster – trees, mattress. New item (tv) in corral near building B. This will be expensive to have it removed (\$250).

PACE report – meeting to finalize design so that they can take to city of Kirkland for pre-application meeting.

### **New Business**

Request for hearing on noise complaint/fine from building E.

HO requests hearing for noise complaint and fine levied on his unit.

Vickie to send him a letter to schedule hearing at his convenience when he's back in town.

**Other Business**

Lighting bid for property – Vickie hasn’t heard from the vendor, but will check with him again. Also suggests that we should consider putting the lights on the buildings rather than installing posts.

Maintenance person has started cleaning light fixtures around property, carports and mail kiosks.

New signs still need to be posted – sitting in cabana for several weeks now.

Reschedule of Annual Meeting – Thursday, April 2. Levin & Stein are scheduled. Send out notice to HO’s now, a week before send postcard reminder. Siggie to send out email announcements to distribution lists with request for board nominees. We should post notices on mailboxes – need 8 copies, print on hot paper for lamination.

**Adjournment**

Adjournment: 8:00							Jacqueline Brinker
Seconded							Karen Thomson

**ACTION ITEMS**

- Vickie to research safe with mounting.
- Vickie to email Andrew about shed and ladder and location for new signs.
- Vickie to remind Eric to post signs at pool, and per location indicated by Andrew.
- Vickie to contact vendor about property lighting.
- Laddering of Funds – Karen to talk to Mutual of Omaha regarding moving funds from CD. Karen to send proposal to board next week.
- Vickie to respond to request for hearing.
- Vickie to send out notice of rescheduled Annual Meeting this week.
- Vickie to send post card reminder of Annual Meeting a week before the meeting date.
- Siggie to send out email announcements with requests for board nominees.
- Board to send ideas about Annual Meeting mail box flyer to Jacqueline.
- Jacqueline to create Annual Meeting announcement for posting to mailboxes and send to board for review.

**Agenda Items for Future Meetings**

- Delinquency Process
- Trees For Life Replanting
- Identification of water shut off valves around property
- Siding on west side of G building needs to be cleaned

- Property maintenance person
- Carport cleaning – leaves, moss, etc.
- Verizon - Keys
- Income Tax Status (tax forms)
- Discuss amendment to declarations – accounts for bad debt
- Revisit fee schedule to remove the cap
- Parking registration/sticker
- House Rules review
- Pets
- Motion sensor lighting for property
- Parking Space Auction (hold)
- CAB Investment Strategy (hold)
- Pool Wrist Bands – clarify wrist bands and pool rules (hold)
- Property Management (hold)
- Vendor Supervision/Communication/Property Maintenance (hold)