



Agenda Monthly Board Meeting
 Monday February 27, 2017 @7:30 pm
 Lobby 3900 Tunlaw Cooperative

In an effort to foster productive dialogue in the community, there will be an open forum after the meeting has been adjourned

Call to Order	7:30
Ray, president; Matt, Vice President; John Mark, director/projects officer; Brittany, Chairman; Brianna, Secretary	
No open session in January – no meeting minutes to be approved	
Board decisions via email and executive sessions	10 minutes
New Officer positions (organizational meeting 1/15/17)	
Roof deck change order approved (exec sess 1/30/17)	
<ul style="list-style-type: none"> • Contractor: Simpson • Amount: \$11,923.50 	
Elevator padding change order approved (exec sess 1/30/17)	
<ul style="list-style-type: none"> • Contractor: Dizyn Labs • Amount: \$1,250 	
Directory replacement (exec session 1/30/17)	
<ul style="list-style-type: none"> • Contractor: Gate Logic • Amount: \$3,900 	
Interior signage approved (exec sess 1/30/17)	
<ul style="list-style-type: none"> • Amount: \$3,685 	
Pet for possible renter for Unit 403 (exec sess 1/30/17)	
Treasurer's Report	10 minutes
<ul style="list-style-type: none"> • Income is slightly under budget (~1%) • Expenses are \$67,000 YTD • All contributions to reserves are being made as planned • Financially we continue to be in good shape 	
Building Manager's Report	15 minutes
Stephen Kirkpatrick	
Tenleytown Landscape: General grounds clean up occurred today	
Trash Away: Next Bulk Trash due April 12 th . Steve will share the upcoming Bulk Trash Dates (second Wednesday every quarter)	



<p>HydroTech: Will reroute a sprinkler head near Loading Dock to accommodate the coming new planter bed</p> <p>Gate Logic: Replaced the Front Entrance Directory. Working fine.</p> <p>Ace Fire: Quarterly Inspection due next month.</p> <p>AA Lock Smith: Called in to look at a couple of locks (common bathroom on 3rd floor)</p> <p>NAC/NOYES: Noyes has submitted a proposal for the rebuild of the Winter Pump in the Boiler Room (roughly \$3k). Waiting on Capitol Boilers proposal.</p> <p>Blaine Windows: We will survey the Building again in April to build a list of bad window panes, hardware and screens. We do this 2x a year.</p> <p>Perceptions Interiors: Mail Room overhead light has been changed to match the hallway fixtures.</p> <p>Avery Elevator: Replaced the bad fan</p> <p>Luis: Luis is preparing for the convector maintenance in the spring and doing spring clean-up as weather allows. Last year we started using #44 line – bought it by the bottle. Steve looking into bulk cost savings.</p>	
<p>Management Report</p>	<p>10 minutes</p>
<p>Mike Maloney – CFM</p> <p>Decoration punch list: Going to go through the list on Thursday when here for a meeting.</p> <p>Roof Deck: Meeting on Thursday at 11 AM with Simpson for inspection for roof deck.</p> <p>Paint touch-ups: Palmer Brothers is a good contractor and quoted \$50/hour to touch up walls. This is a few days of work, but total cost will vary based on how many spots, etc.</p> <p>Garage Door: Still working on bids for this. New garage door is a rolls up on itself and is a rubber so it's much quieter and works a lot better.</p> <p>Asphalt: Included in reserved study – we put this off last year but Steve and Mike want to get this work done this year. They are collecting bids. Looking at July/Aug/Sept when most people are vacationing. This is a dirty and inconvenient job, unfortunately, but needs to be done. People will need to move their cars. We will do what we can for parking. Cars parked in the garage will not need to be moved but they won't be able to drive through the back lot. Estimating one week total time. Will aim for a week when most are vacationing. Management will put out notices to keep this on Shareholder/Resident's radar and will update the community once the final date is set. Community will be fully</p>	



<p>aware. Steve to look at “gate opening” data to see what month/week has the least amount of people going in and out.</p>	
<p>Old Business</p> <p>Decoration project updates</p> <ul style="list-style-type: none"> • Guest restroom on third floor – Paint touch ups will be done by the contractor we hire for the other paint touch ups. Steve asked Dizyn Lab for proposal on new flooring (wants same as elevator). • Mailroom – Current mailroom is not user-friendly. Proposal forthcoming. • Awning – Hold up on the proposal for this is because of the lighting. Lighting needs to be suitable for wet and cold weather. Dizyn Lab is waiting on a few more things before submitting a proposal. • Garage roof – John Mark going to PA on Thursday to look at the custom items being made. <p>Update on new exercise equipment – Was on hold because of transfer of funds in the NCB account. Now that the funds are transferred, Steve will work on this project this month.</p> <p>House Rules – Board to review revised rules by next Executive Session and discuss any important rules.</p> <p>Asbestos letter – Brianna working on this this week.</p>	<p>15 minutes</p>
<p>New Business</p> <p>None.</p>	<p>15 minutes</p>
<p>Adjourn</p>	<p>8:03 PM</p>
<p>Open Forum</p>	<p>20 minutes</p>