

**THE WORONZOF CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JANUARY 22, 2004**

The following Directors were present:

Mike Zimmerman  
Joe Fisher  
Ron Cooper  
Gloria Kron

Also present was homeowner Ed Enders.

A quorum being present, the meeting was called to order by the President, Mike Zimmerman, at the hour of 6:07 p.m.

The minutes of the November 20, 2003, October 23, 2003, August 28, 2003 Board of Directors meetings were distributed and reviewed. Gloria Kron moved to approve the minutes as written. Joe Fisher 2<sup>nd</sup> the motion. The motion was approved.

The minutes of the November 20, 2003 annual meeting were distributed and reviewed for informational purposes only.

The December receivable report was reviewed. The managing agent reported on the current status of collection procedure against unit 407.

The December financial reports and reserve analysis were reviewed. Joe Fisher brought up the 2004 operating budget and had stated that he did not feel that the budget was adequate to cover the Association's financial needs. He had also commented that the budget was not based on several financial decisions made by the Board during previous meetings, specifically funding of the contingency fund and the use of income from the roof lease. It was also brought up that some items, including but not limited to the elevator and outside panels, were not included in the budget/reserves and would require a special assessment should a need arise to replace them. Gloria Kron moved to approve the financial reports as presented. Ron Cooper 2<sup>nd</sup> the motion. The motion was approved.

Unit 300 leak. The managing agent was asked to contact the contractor for Inlet Towers Hotel as soon as possible to get on their schedule to investigate/repair the leak, if they are able to perform the work.

Joe Fisher suggested replacing wallpaper in the lobby. Discussion was held on the issue and Gloria Kron moved to obtain two bids from Tuffy's Painting. One to replace the wallpaper in the lobby and one to replace all of the wallpaper in the common areas of the building. Joe Fisher 2<sup>nd</sup> the motion. The motion was approved.

The managing agent presented information on the Enstar Natural Gas account switch over from Schedule C to Schedule B. Gloria Kron moved to maintain the account in Schedule C. Joe Fisher 2<sup>nd</sup> the motion. The motion was approved.

A discussion was held on the current relationship between the Association and the janitor. Some issues raised were the workman's comp insurance coverage, general liability insurance and the janitor obtaining a business license. The managing agent was asked to send a letter to the janitor, requesting that he obtain a business license and his own workman's comp insurance and present a new bid for the janitorial services.

Ed Enders brought up an issue with the exhaust pipes, which currently provide ventilation for the ovens/stoves in the kitchens and dryers. He had mentioned that the pipes have an accumulation of grease, which causes lint to

catch on them and creating a fire hazard. Ron Cooper volunteered to follow up on this issue and to look for a contractor who would be able to clean the pipes and will report to the Board at the next meeting.

A discussion was held on the performance of the snow plowing contractor. Those present felt that the contractor was not removing the snow from the property in a timely manner. The managing agent was asked to contact the contractor and schedule removal of snow on the north side of the project. Mike Zimmerman will post notices in the building requesting that homeowners move their vehicles from the north side of the parking lot to provide for better clearing of the lot.

Ed Enders reported that there was an ad in the paper, advertising condo #402 for rent. As part of the arrangement, the landlord would pay for all of the utilities and provide janitorial services for the apartment. Those present felt that such an arrangement may be in violation of the Declaration, which prohibits homeowners from renting units for transient or hotel purposes. Ron Cooper moved to send a courtesy letter to the owner of the unit, advising of the Association's regulations. Gloria Kron 2<sup>nd</sup> the motion. The motion was approved.

Mike Zimmerman reported that he had received a complaint from one of the residents in the building that unit 502 has loud gatherings late at night on a regular basis. The managing agent was asked to send a violation letter to the owner of the unit.

It was also observed that residents of unit 301 shout and/or talk loudly late at night. The managing agent was asked to send a violation letter to the owner of unit 301 as well.

Joe Fisher brought up a possibility of elevator replacement/upgrade in the near future. This is not a budgeted expense and the Association should be prepared financially to take on such an expenditure should a need arise. The managing agent was asked to contact the elevator maintenance contractor to get more information on what may need upgrading/replacing with approximate cost estimates.

The managing agent was asked to contact Simplex Grinnell to schedule the annual fire inspection.

The next meeting of the Board of Directors will be held on Thursday, March 18, 2004 at the hour of 6:00 p.m. in the 2<sup>nd</sup> floor conference room.

Being no further business to come before the Board to discuss at this time, the meeting was adjourned at the hour of 8:20 p.m.