

**111 MAIN STREET CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
March 11, 2009
*via conference call***

I. CALL TO ORDER

The 111 Main Street Condominium Association Board of Directors Meeting was called to order at 6:00 PM.

Board members present via conference call were Don Wagner, Amy Nakos, and Mike Kerr.

An owner participating via conference call was Alyson Canepa.

Representing Basic Property Management was: Gary Nicholds, Dan Ulmer, and Candy Ramage.

II. REPORT FROM ASSISTANT CHIEF AND FIRE MARSHAL

Assistant Chief and Fire Marshal, Steve Skulski attended the meeting to address the issue of the sprinkler system. He stated that when Keith Nelson, from Above The Rest Fire Protection, inspected the system he found a leak and the system would not hold pressure. Steve said that Keith notified him of the problem and that he concurred with Keith's plan for correction. The leak was repaired and the system placed under low pressure for 48 hours to test for leaks. None were found. The system was filled with glycerin. Steve stated that further precautions were taken to insure that no one could accidentally close any valves. He has checked the system and is satisfied that it is functioning properly.

A question was raised regarding the Knox Box on the outside of the building by the entry door and whether or not the fire department had keys to the individual units. Steve said that the fire department did not have keys to the units. However, he did highly recommend that the association devise a system so the fire department could get into a unit in an emergency. The alternative is for them to break down a door. There was further discussion regarding the keys and it was decided that Basic Property Management will contact homeowners about implementing a master system and proceed accordingly.

III. APPROVAL OF MINUTES

Motion: Don Wagner made the motion to approve the minutes of the August 14, 2008 meeting with the following correction. The couch in the storage area has not been removed. Amy Nakos seconded the motion.

Action: The motion was approved unanimously.

IV. FINANCIAL REPORT

Candy Ramage presented the financials that were sent to the board members. She stated that the profit and loss for the month looked good even though it was only for one month. The only area over budget was snow removal and this was because snow had to be trucked off site. Because the current budget is under budget in several expense categories this is not an issue. Candy mentioned that one homeowner was about \$1000 delinquent. Erin Griffin has spoken with this individual and requested information has been sent in an effort to get the account current.

A few questions were raised regarding some overdue payments. Candy explained that these were heating bills that everyone receives and that these bills have been paid and they are up to date.

There was a brief discussion between Alyson and Candy about a bill. Candy said she would look into the situation and get back to Alyson after the meeting.

Motion: Don Wagner motioned that the financial report be approved as presented. Mike Kerr seconded the motion.

Action: The motion was unanimously approved.

V. MANAGER'S REPORT

Dan Ulmer reported on the status of the following items:

- The heat tape appears to be working and preventing snow/ice build up. Few problems have occurred
- Thought should be given to replacing the green lights out front to some other model that is less susceptible to wind & ice damage. They require repeated repairs.
- The Christmas lights on the front have been removed.

VI. OLD BUSINESS

Dan Ulmer discussed the following items:

- The heat tape on the back on the back of the building is working well.
- A parking sign has been made. It will be installed once the weather permits.

- The swinging gate between the building and the Log Cabin needs to be repaired. One of the anchors on the gate is not holding. We will try and get this repaired this summer.
- Door stops have been installed on the back doors.
- The hole in the ceiling to provide access to the sprinkler system has been patched. The final painting will take place later.

VII. NEW BUSINESS

Amy Nakos stated she had started the process of having the condo map amended to reflect the current state on the first floor commercial units. She said that she is working with an attorney, Wayne Brown, who had worked with the prior owner. Wayne suggested that if you are going to amend the declarations make sure that you are not just amending the condo map but make sure that the declarations are exactly as you want them. The process requires some leg work and approval by the owners and mortgage holders. Amy further stated that Wayne suggested taking a hard look at Article III, Sections 4.21, 4.22, 5.1, 5.5, 5.6, 10.1.3, 13.6, and exhibit B. They all impact what is being done and could use some work. Article III should be deleted. Wayne also said the association should adopt rules regarding owners insurance if that hasn't already occurred. Before moving further, Wayne wants to know who his client will be and then he will send an engagement letter.

Amy said she had contacted Backlund Surveys. They came to the condos in February and have revised the map. The questions they raised were who will review the dedication certificate to get the correct name, and who will be signing the plat and the verbiage. Plat notes should be reviewed for possible changes and will the bathrooms and the area in the back be common elements. Amy concluded her comments and asked what is going to be the scope of the project and who is going to pay for it?

There was further discussion about the declarations and it was suggested that all board members read the declarations and become familiar with them. All agreed. There was another question about attorney costs. Amy thought the fee would be around \$2000. If the board works as an efficient group a lot of money can be saved.

Additional discussion surrounded the space in the back of the building and whether or not the drawings were correct. Another concern expressed was that there is a hide-a-bed still on a shelf in the storage area. The fire marshal has expressed concern about it being there. Don Wagner questioned the cost of the recent sprinkler repairs. Candy said it cost \$1285 to do all the work.

Don requested that Basic Property Management arrange for unit keys to be placed in the Knox Box so that the fire department would have access in the event of an emergency. Gary will talk further with Steve Skulski and see what is the best way to proceed. There is also concern that some unit keys fit the lock in the storage garage and some don't. This will have to be corrected also. Notice regarding the key situation will be sent to all homeowners.

VIII. NEXT MEETING

Wednesday June 24, 2009

IX. ADJOURNMENT

7:00 PM