

**HEALEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
April 17, 2017
7:00 p.m.**

**MINUTES
PUBLIC SESSION**

CALL TO ORDER:

The Board of Directors, Healey Condominium Association met in regular Board session on Monday, April 17, 2027 at 7:00 p.m. Executive session minutes are contained in a separate document privy to the Board and building management.

PRESENT: Catherine Jordan, Treasurer
Normer Adams, Member-At-Large
Wendy Darling, Secretary
Stefany Mendoza, Incoming Property Manager

MAIN MINUTES

OLD ON-GOING BUSINESS

- **Call to Order & Quorum:** Called to order at 7:09. 3 Board members. No residents.
- **Financials:** Stefany reports.
 - Says Catherine had questions on influx of HVAC bills from Jackson. For March bills ran about \$10K. Not all charges were for that month but nevertheless, it was high, Stefany concedes. Part of the problem is that every time there was a power outage, Jackson sent someone to turn it on again – at minimum cost of \$150. This added up. We will now be having people who are here already, like cleaning service or maintenance, flip on breaker, rather than calling in Jackson.
 - Waste Mgt. costs went up. This might be because we've upped the number of pick-ups. Stefany (new to our account, still familiarizing) will check on this.
- **Windows-memo to owners document:** Draft memo with attorney & architect for edit/approval. Final will likely be ready for send-out in May.

- **Common area window refurb:** We have what we need for this. In order to proceed we need the loan, which will be up for a vote later this year.
- **Common area hallways:** We don't plan on pursuing this capital project this year. Wendy requests to remove from future agenda, as we will table each month.
- **Emergency generator:** Installer was here 4/13. Will be replacing emergency lights and bulbs that need it. Summary/schedule will be coming back to us soon.
- **Controller Project for cooling tower/boiler:** Project is rolling along. No updates. Bill spoke with Thomas Brown at Trane last Friday.
- **ERU's Controller:** See above. Stefany will call Trane for update. Suggest Stefany talk with Bill he has back story on ERU controller project
- **Elevator Problems / Upgrade:** Pending repairs for elevator #3 Currently waiting on new parts repair on Elevator #3. Part of motor had to be replaced, cost possibly \$750. If this doesn't work, next possible step is to do same "surgery" on #3 as on #1. That fix could cost over \$100,000, which is why Vertical is trying to avoid it. Question: Will building be in danger of losing certificate of occupancy if we have so many elevators down? Stefany has tried to get answer from Vertical. Reports she has experienced problems with their responsiveness and communication, in part due to their business model and internal management.
- **Fire Alarm Conversion:** RFP's in process. Perhaps almost complete. Stefany check with Bill; he had an update last week.
- **FHA- recertification:** All pending docs are with Clarence, attorney's office, as of 4/11.
- **Capital Contributions -** Plan is to email out first round this month. Email will include message from Board on why we are collecting more votes and how to vote, then a link to a PDF of the ballot. Stefany will draft message this week for Bill will review and then can send it out. After decent time has passed for responses, snail mail letters will go to homeowners who have not voted.
- **Gym & Cameras-** Stefany reports that Convergent Technologies' response time is terrible. The agent who handles our area's account is hard to reach. Her voicemail has been full for 2 months and doesn't respond well to email. However, she did provide an estimate for install of camera system to tie into our existing: \$3000-4000. Wendy asked if fob reader would be any cheaper but Stefany says she's heard from fob company and price is about the same. Stefany asked about "missing cable" and Wendy explained about stolen DirectTV card. Discussion of which security option would best address situation. As it is, some residents have stopped going to gym altogether because they don't feel safe or because they are sick of it not being clean.

- **Collection Report Format- revamp:** Lack of timeliness of these reports from attorney is causing difficulties. Stefany wanted to be able to get going on this, but delayed because she could not get it this month. Wants to fix process of getting the current collection report fixed. Then she'll work on the format. (Side comment about how she is working with people at CMA to increase their efficiency and timeliness when it comes to this report as well as others, plus payments, including ones like cost-sharing with commercial.)

NEW BUSINESS

- **Sale of 8H** – Painting complete, looks great. Company that's done work is doing one more thing -- changing out wall plates. Move in ready. Sale pictures will be taken. Will be listed at \$130,000. Timeframe for posting is next week.
- **Entrance door mat repair:** Stefany has \$275 estimate to re-strip edging. Not urgent, but don't want anyone to trip. Board members agree to go ahead.
- **Guest Suite** – Stefany would like us to revamp guest suite guidelines. They need to be more specific. She will be putting all information, guidelines, instructions, in one doc. She will send to Wendy, for posting on web site, and also have copy in PDF format to email to people who inquire or make reservations. Stefany also says she wants to make a change on payment: Does not like practice of people paying with cash, leaving with front desk (even though they do lock it up). Would like to specify: 1) checks, 2) payment added to HOA fee, 3) drop-off at CMA office.

ADJOURNMENT

The HOA Board meeting adjourned at 8:25 pm.

Respectfully submitted,

Wendy Darling, Secretary