

**HEALEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
August 15, 2017
7:00 p.m.**

**MINUTES
PUBLIC SESSION**

CALL TO ORDER:

The Board of Directors, Healey Condominium Association met in regular Board session on Tuesday, August 15, 2017 at 7:00 p.m. Executive session minutes are contained in a separate document privy to the Board and building management.

PRESENT: Bill Balzer, President
Cathrine Jordan, Treasurer
Wendy Darling, Secretary
Normer Adams, Member-at-Large
Adam Shumaker, Member-at-Large
Stefany Mendoza, Property Manager, CSA
1 Resident

MAIN MINUTES

FINANCIALS

- Stefany – Peter, CPA's accounting controller, is taking care of Healey financials, cleaning them up. For example, he is taking care of issues that had been noticed with pre-paid HOA dues. Such clean-up/audits will be quarterly. He is also assisting Stefany in understanding what she's looking at with all of these financials. Bill also is also talking to Peter about possible HOA loan, running some models based on HOA budget, capital needs, etc.
- Stefany – Discussion of HOA's operating accounting and appears money received from condo was put into operating, not reserve. Board is not comfortable with ledger accounting of checks from sale — numbers don't add up. Peter has to re-do it and Board needs to see the revisions.

OLD ON-GOING BUSINESS

- **Emergency Generator**
Bill says it's Done, as in installed. Question: Is it running yet? Bill says we don't

know. Question: When are they done? When it is tested? We need communications.

- **ERUs**

This project is now dead and will no longer be included in agenda.

- **Fire Alarm Conversion – Integrated**

- Outstanding issues still unresolved as we are not getting response:
 - Trying to figure out why louvers didn't open up and fans didn't go on that time there was smoking elevator.
 - Also why are louvers and fans on Poplar side on pneumatic pump. What could it cost to make it electronic like on Walton side? Kevin (Integrated) is supposed to be talking to vendors about this.
 - Fire panels didn't have battery backups — and we want to know if that's fixed.
 - Testing the system — can we have that?
- Next step: Steven Winter. Take all the outstanding points and have lawyer do a letter. Give them 5 business day to respond.

- **FHA Renewal**

Stefany: Completed.

- **Capital Contributions**

Stefany: Cathrine asks if Annual Meeting votes are counting in this vote. Do we need to vote again? We need clarify it. Stefany will be sending owners a reminder email.

- **Fob Entry for Gym**

Stefany: Fob install is complete. Estimates are being done for a security camera. Adam recommends going step by step. We have a new TV. Suggestion to send out email to residents re improvements.

- **Knox Box**

Stefany: Received quote for actual box: around \$350. We will need fobs and keys for ground level doors to put in it. We won't get installation quote until City of Atlanta approves application. Stefany will contact Easements Atlanta about historic facade, how can we do it and not mess it up.

- **Healey Sign for Forsyth St.**

Stefany: Barrington Smith was able to repair the broken sign on the Forsyth St. side and rehang in. Therefore at this time bids on designing and manufacturing a new sign are off the table.

- **Guest Suite**

Stefany – Suite now has a new key and new spare key.

- **Sidewalk Elevator Repair**
Stefany -- The internal jam has been fixed.
- **Mailchimp Email Service**
Stefany – Reminds Wendy to fix hyperlink to her email in footer of Healey emails.
- **Deactivation of Fobs**
Discussion/clarification on fob deactivation policy. Some fobs are supposed to be deactivated. Chaira wants to know our policy. Do we have a deficit threshold at which we deactivate? Bill says 2 months + 10%. How to do it, in terms of notification? Current process: 1st letter, 2nd letter, then turned over to lawyer, then 30 days later they can shut the fob letter, etc. Updated process — Cut off fob sooner, before going to lawyer. Send that letter certified with a quick turnaround, say 72 letters. We would like pay in full as resolution. Adam reminds us that security will have to be instructed not to swipe them in.
- **Sprinkler Plan**
Stefany -- Resident John Wilson has requested a sprinkler plan or anything showing the building has a sprinkler system. Sally Butler with CMA may be able to provide what he needs.
- **Payment from Strongbox**
Stefany – Currently trying to work out issues with flow of money between commercial and HOA. They are uncoordinated a bit. CMA is working out to be more consistent, coded correctly. Working with Mary Lou and her assistant Colleen.

NEW BUSINESS

- **4th Floor Repairs**
Paramount is not doing a good job / not doing anything. We net to get someone else to work on remediation, fixing things, because stuff is mess.

RESIDENTS

- **John Kaplan (homeowner)** has question on status on the freight elevator. Bill says motor is being redone. Middle of next week we expect it to be up and running again.
- **Sub-basement pipe leaking...** Select Strategies is getting the guy who made emergency repairs to get proposal on replacing entire pipe — cost, timing, etc. We will cost-share with commercial. Second pipe issue Cynthia brought to our attention is in sub-basement, a red pipe with rust and corrosion, needs attention — provides water to the fire systems. Who takes care of that? Bill will look into it.
- **Bike storage still is mess. We need to fix this situation.**

ADJOURNMENT

The HOA Board (including Executive Session, notes contained in separate document) meeting adjourned at 8:40 pm.

Respectfully submitted,

Bill Balzer, President