

**HEALEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday Feb 26th, 2018**

MINUTES - General SESSION

Call to order:

The Board of Directors, Healey Condominium Association met for a regular board session on Monday, February 26th, 2017 at 7:00 p.m.

Present:

Bill Balzer – President
Cathrine Jordan – Treasurer
John C. Wilson – Secretary
Adam Shumaker – Communications/Website
Christopher Johnson – Newsletter Editor

Absent:

Stefany Mendoza, Property Manager, CSA (absent due to illness)

Ongoing business

Website Updates

Adam to reach out to Wendy Darling (exiting board member) to obtain Healey website credentials to allow access for updates.

Bill gave Adam a packet of what needs to be updated on the website.

CMA Dedicated Resource

The board reviewed a proposal received from CMA that shows the cost of having a dedicated resource for property management. This would include an onsite manager for 20 hours a week. It was determined the cost is too high to absorb at this time. The possibility of a dedicated resource may be revisited at a later date as needed

Storage

New management is interested in expanding our existing storage (located on the market level) to other buildings in the area. Security concerns negate our acceptance of this option. Further discussion will be held as new management presses or the need progresses

Electrical

Two bids are being received for the automatic transfer switch and/or the controller. Those bids will be from Capital City and NSC..

The switch is needed to transfer power to the emergency generator in case of a power loss allowing the elevators and other critical systems power.

A fire panel switch has never existed. Needs to be added.

Carpet repair - Main Entrance

Stefany has a company that can repair the small tear located at the foot of the front entrance revolving door. Bill will follow up once Stefany is feeling better.

Brass Cleaning

No movement

Lighting

No movement

Oil Contract

No movement

Elevator Replacement and Loan

Bill Met with the new owners of the Healey building to inform them of our progress. Lerch Bates is our project manager and is working on the bid package. Two bids will be garnished from the residential side. The commercial side will also obtain two bids. Expected 2-3 month time frame for bid completion.

The board has the necessary votes to obtain the \$750,000 loan to initiate the elevator replacement project. The loan will take 2-3 days to obtain. Bill to ask our attorney whether postponing is an option. We will proceed based on that advice.

Knox Box

Was delivered to Stefany instead of the Healey. Stefany will bring the box to the Healey for installation.

Monthly Due Collection Notices

Some residents are receiving past due notices for monthly dues that are not accurate.

Bill to talk to Marc Lewchuck at CMA to discuss the letters and determine why these are coming out and if possible, have the notices show details for the amounts due. Currently there is just an amount with no explanation.

2018 Christmas Party

Date has been changed to Wednesday, December 5th due to Santa's busy schedule during that time of year..

Annual Meeting

Brief discussion on moving the date up. Decision was to leave it for Tuesday, Dec 11th.

Nomination Committee

Current members are Adam and Craig. Third member to be determined.

2019 Budget Due Date

A date of Oct 30th was decided as the date the final budget is to be completed. This would be based upon September 18th annualized.

Handicap Door

The handicap door has once again been repaired. To anyone reading this please do not push or pull against the automatic mechanism. That's what breaks it.

New Business

CMA Contract Review

Bill gave Chris the current CMA contract to review obligations that CMA may not be fulfilling at this time. Chris to give his findings at the next meeting or sooner.

Sign In/Package Pickup

Current manual log based system to notify residents of packages and pickup is outdated. Bill to give a contact from the current security company to John C. Wilson and allow John to review the current system. John to research more modern options for security to receive and notify residents of packages available for pickup. This will not include the commercial side of the building, only Healey residents. New system to have guests, visitors and contractors digitally sign in will also be researched.

Dropbox.com

Adam to talk to Wendy Darling about obtaining Healey dropbox.com access.

Resident Discussion

Residents in attendance:

Sean Hutton - 15A

Sean addressed her concerns over the elevator loan. Her main concern is where past funds have been allocated from our monthly assessments and reserves.

Bill to pull financials from CMA showing project and expense costs over the last several years.

Adjournment

Adjournment at 8:36 PM