

Nautica Soundview Condominium Owners Association in Everett, WA

Regular Board Monthly Meeting Agenda by Zoom Teleconference

April 21, 2022 at 6:30 PM

I. Opening Business

- A. Called to order at 6:39 pm
- B. Directors in Attendance: Bill Weber, President Mike Borden, Director absent Quorum
Laurie Vandermay, Secretary joined late
Kathy Greenwood, Asst. Treasurer (non-voting) Manager: Tom Gish, Jr. absent
Board Nominees: Kaitlin Goodsell Matthew Wilson

II. Election and voting results:

- A. The new Directors nominated were Kaitlin Goodsell and Matthew Wilson. Kathy Greenwood reported that 43 ballots were received for directors, which exceeded the 25 % quorum required, so the new directors are elected. (Laurie Vandermay was serving by appointment and is not continuing as a director after today. Eric Ringstad resigned March 17, 2022.)

2022 Directors are Bill Weber, Mike Borden, Matt Wilson (1-year term) and Kaitlin Goodsell (2-year term). There is a vacant seat with two-year term.

- B. Amendments. 67% yes votes were not achieved? Amendments don't pass.

Owner's Forum: Questions 1. Does the HOA wash windows? Yes. 2. What is the schedule of the building cleaning, and what can be done about lack of consistency?

III. Reports

- A. The February & March Minutes were emailed to the Board on March 15, so were not read aloud.

Date	Type of meeting	Method	Approved/Corrections
Feb 17, 2022	Exec session and Regular	Teleconference	Approved.
March 17, 2022	Exec session (no regular)	Teleconference	Approved.
March 17, 2022	Annual Owners Meeting	Zoom & physical	Post to website as Board approved.

- B. Financial Report from Port Gardner with reconciled balances as of March 31, 2022.

Account Name	Balances
Operating	36,042.00
Regular Reserves	404,723.78
SA 2020	43,688.73
SA 2021	17,822.76
New Insurance Reserve Acct.	40,004.77
Total	542,282.04
CIT Construction Loan Balance	1,807,271.73

- C. Fund Transfers (approved by two directors): There was no regular meeting in March to ratify these.

Date signed	\$ Amount	From account	To account	Purpose
2/18/2022	40,000	Operating	New insurance reserve	Excess funds. Hold for 2023 premium increases.
2/18/2022	60,000	Operating	Regular Reserves	Excess operating funds.

- D. Expense Reports – none

IV. Unfinished Business

- A. Construction and Maintenance Projects

Note: A meeting was held with Bill, Tom, Kathy and J2 management on March 23, 2022 to review J2 projects.

Tasks	Assigned/Actions	Est	Approv	Schedule
Replace courtyard exit lights. Need to order.	J2 to review requirements and order from Lights, Inc	\$566 each+ tax		
Courtyard railings	Selected McLeod			
Courtyard coating specs and bids	J2 getting bids			
Roof deck specs and bids	J2 should have next week			
B-610 water leak (dispute)	J2 and PBE to meet.			
B-508 ventilation	J2 and PBE (closed)			
B312 windows and fans	Assigned to J Vasquez			
Roof Repair by CIR	J2 to meet with PBE to determine responsibility			
A-608 door closure	Tom to give to Carl			done
Fire doors (4 th floor fixed)	Tom assigned to Carl			done
Work/Live windows	Goldfinch estimates recd			done
Replace carpet B-2 nd floor hallway	Get estimate			
B courtyard North entry door	Assigned to McLeod			done
Repair Lobby Drywall	Assigned to Cronk			done
Replace signs 5 th floor and elevator	Assigned to Kathy to order. TBD			
Paint back wall	Assigned to HS Wold			
Repair wall damage A bldg. P2 stairwell.	Assigned to cronk			Done
USPS Key for Callbox B	Bulger/Post office			
Convert stairwell lights to LED	Approx. \$2000 plus labor	TBD		
Awnings	Board Approved J2 proposal to review			
Carpet cleaning and installation. Completed in June and Oct in 2021. Note: The board had agreed to replace A building 2 nd floor carpet after construction completed.		Need to schedule		
(2019) Elevator Tile floors	Quote from Chad Black in 2019 \$3163 plus tax per elevator for LVT.	TBD		
Fix end cap on sprinkler line leaking air	Cintas			
B509 patio door coming apart covered by warranty	Reported to J2 4/8/22			
B210 4/7 water leak above closet - trunk line serves only that unit.	McLeod Jaime is working.		approved	DONE

D. Policy

1. Alteration of units – Tabled at May 2021 meeting. Process for removing walls etc.

E. Correspondence to owners

1. Letter regarding proper care of epoxy coated deck and patio surfaces? Still in work.
2. New Welcome Letter, still in work.
3. Letter regarding window condensation (J2 to supply information for letter).

V. New Business

- A. Website – Domain name (www.nauticasoundview.com) is \$19.95 a year. Secure domain is \$49 a year. (https). Currently we have a ‘free’ website which includes ads of the platform owner’s choice. Ads free would be an additional \$220 a year. **Secure domain okay, do not upgrade to “ads free.”**
- B. Should the building be rekeyed to Master/Sub system? (fire department complaint of too many keys.)
Board approved getting costs.
- C. Planters from front courtyard were stolen. Should they be replaced? Board approved replacement.
- D. Weight bench in Fitness Center belonged to a former owner who removed it. Should it be replaced?
Board would like to review selection and pricing.
- E. Garage cleaning. There is still a need for regular garage cleaning (vacuum mats in front of elevators, etc.) **Board approved getting bids. Also ask for stripping and numbering costs.**
- F. Garage stripping: Question from Annual meeting. Striping is not on the reserve study.

VI. Meeting adjourned by Bill Weber at 7:43 pm.

Submitted by,

Approved at board meeting on May 19, 2022



Kathy Greenwood

Assistant Treasurer
Acting for Laurie Vandermay, Secretary