

**MINUTES
KIRKLAND CENTRAL OWNERS ASSOCIATION
BOARD MEETING
February 14th, 2011**

Date and Time: Pursuant to Article 3 Section 3.7 of the Kirkland Central Association, budgetary session and executive session of the Board was held on February 14th, 2011, at 5:00 pm at the Kirkland Central lobby, 211 Kirkland Ave, Kirkland, WA 98033.

Officers: The President, Marna Hanneman, opened the meeting at 5:00 pm. Secretary, Greg Peszek, was present to record the meeting.

Quorum: The following Board Members were present:
Marna Hanneman – President
Melissa Lising – Vice President
Greg Peszek – Secretary
Bill Anspach – Member-At-Large
Stefanie Dozal – Member-At-Large
Stan Hill – Member-At-Large
Sally Barkley – Facility Manager
Suhrco Residential Properties, LLC: Jean Norberg

Absent: Mike Reph – Treasurer

Call to Order:

The meeting was called to order at 5:05 pm.

President's Report:

- KDA is moving in to the spot where Shnoo yogurt used to be in the commercial space.

Secretary's Report:

- **Melissa Lising made a motion to approve the January 2010 meeting minutes. Marna Hanneman seconded the motion which was unanimously approved.**

Treasurer's Report:

| | |
|--|---------------|
| Operating Funds | \$ 38,086.49 |
| Petty Cash (included in Operating Funds) | \$ 500.00 |
| Reserve Funds – Foundation Bank: Common | \$ 40,791.33 |
| Reserve Funds – Foundation Bank: Residential | \$ 42,349.04 |
| Reserve Funds – Chase Common (58.3%) | \$ 47,032.35 |
| Reserve Funds – Chase Residential (41.7%) | \$ 30,314.79 |
| Insurance Reserve Funds: Wells Fargo Bank | \$ 39,337.58 |
| CD: Foundation Bank – Common #980 (9/30/12) | \$ 32,852.58 |
| CD: Foundation Bank – Residential #980 (9/30/12) | \$ 43,548.79 |
| CD: Foundation Bank – Common #981 (9/30/12) | \$ 32,852.58 |
| CD: Foundation Bank – Residential #981 (9/30/12) | \$ 43,548.79 |
| | \$ 391,314.32 |

Outstanding Financial Commitments:

None

Delinquencies over 30 days:

\$32,717.55 – See Aged Delinquency Report for details

All delinquencies:

\$36,387.96 total, 17 units delinquent

\$34,171.23 are in collection, 7 units total, 2 in bankruptcy and 1 short sale pending

- **Melissa Lising made a motion to approve the January 2011 financial report. Bill Anspach seconded the motion. Which was unanimously approved.**

Rental Cap Committee Report:

- Commercial property owners are reluctant to vote; Jean will speak with John Coe about what the HOA's options are.

Facility Manager's Report:

- McKinstry was here to check out the bubbling of the toilet in unit #214. Its not a blockage in the lines but rather a problem called "sudsing". The issue is caused by too much or the wrong type of detergent, the recommendation is to switch to a high efficiency or low phosphate detergent.

- Condo Commercial was here to check out the muddy parking strip behind the building.
- Slamming back gate has been fixed with some sticky rubber strips to help alleviate the banging when the gate is slammed shut. Bids are out for welding springs to the gates to prevent it from slamming.
- Annual fire sprinklers were inspection was done this week, all fire extinguishers were given the 6 year breakdown and will have to be replaced in 6 more years.
- Vent on the 4th floor was shut which was preventing the thermostat from functioning properly. The vents will be replaced with ones that cannot be tampered with to prevent closing.
- Elevator #1's scanner was replaced which fixed the clicking sound. On Saturday, both elevators shut down. ThyssenKrupp restarted them and has replaced a faulty circuit board which should take care of the issue for good. Sally is working with ThyssenKrupp to determine what the charges will be due to the Saturday service call. The board agrees to dispute extra charges stemming from improper installation.

Property Manager's Report:

- Harbro will perform inspections of high risk plumbing items for free, Jean will discuss with Don from Harbro to determine the additional hours required by the building manager.
- "Save the date" letter was supposed to be sent out and was not confirmed, Jean will follow up.
- Tolling agreement extension was sent out.
- Draft amendment of the pet policy has been given to the board.

Old Business:

- Envelope study update
 - Completion of the study and work is very close, interim scope of repair document has been completed; some items are still under warranty and those work items still need to be determined.
 - All parties are at consensus to fix items identified in the study.
- Annual meeting date discussion: March
 - Meeting date will be 3/21 at 6:00pm.
 - Two board positions will be up for election.
 - Jean to follow up that the "save the date" letter is sent out.

New Business:

- Pet policy:
 - Draft resolution developed by Jean at Marna's direction
Proposal is to

- Add a \$50 per year pet registration fee per pet.
- Pets over 35 pounds are not allowed after April 1, 2011, limit of weight is flexible.
- Pet owners must maintain personal liability insurance policy for a minimum of \$250,000 with no exclusions for pet damage or injury.
- How are “dangerous breeds” defined?
- How many dogs are there in the building? Sally estimates 20-30, only a handful would meet the “big dog” qualification of the draft resolution.
- Definition of “pets” to limit to only those who use the common areas for fees.
- Resolution would be in addition to the current rules and regulation.

Homeowners’ Forum:

- Front area chairs seem to be a bit dirty; Sally is working with the carpet cleaners to upholster the chairs.
- HE detergent is not easy to find but is getting more popular. “HE” is a federally certified sticker so be sure to look for that soap.
- One of the storage units upstairs was opened up as part of the building inspection; the unit will be repaired in the next few weeks as the building inspection work is complete.

Adjourn: There being no other business, a motion was made, seconded and unanimously approved to adjourn the meeting at 5:53 pm.

Greg Peszek, Secretary

Marna Hanneman, President

Date:

Date: