


May 11, 1987

Memorandum for the Gayle Condominium Association members:

The Board of Directors has been trying to meet on a regular monthly basis this year - so far we have been fairly successful. We would also like to begin to keep you better informed as to what goes on at our meetings. as a beginning, I have attached the minutes from our last two meetings.

We encourage your participation in any and all board meetings. Feel free to call any of us regarding the attached minutes. You are also welcome to attend any of the meetings. The next one is scheduled for Tuesday, June 2, at Unit 101 (Marilyn's place).



Marilyn A. Pedersen
for the Board of Directors

Attachments

Minutes: Board of Directors meeting, May 6, 1987

We discussed the fact that we had not been sending meeting minutes to the Association members and agreed that we should do so in the future. We also agreed that it was important that the members be informed of the action we took to replace the hot water heater. Marilyn Pedersen agreed to get the minutes typed by May 11.

Eliane expressed a concern about the monthly statements: they appear to no longer be monthly but quarterly. Since we originally contracted with David Mezistrano for monthly statements, we feel we should be getting what we thought we were paying for. George Lund agreed to advise David that we still expected to receive monthly statements.

George reported on overdue Association fees. At this time, Nyel Stevens is the only member with fees past due. Since we agreed at the last General Meeting to begin enforcing the 10% late payment charge after two months, we decided it was time to do so. George Lund agreed to call Nyel to discuss the problem and to advise him of the late charge.

Marilyn asked if any information had been obtained regarding the possibility of outside management of the building now that the board members' schedules had changed so that no one can be home during the day without taking time off from work. No research had been done, so she agreed to make a list of duties and to check out what the possibilities are and report back at the next meeting.

Marilyn asked about the sign posted on the back door saying not to use it and signed "Mgr." It seems the spring is broken so the door will not close automatically and it was being left open. Ron was concerned (justifiably) about security so he posted the sign. George Lund agreed to arrange to have the door fixed; the repairs will include filling the two holes in the door.

Marilyn questioned what had happened to the lock on the boiler room door - the hinge has been torn completely off. No one knew what had happened but George agreed to have it repaired at the same time as the back door.

We discussed the clutter beginning to accumulate in the passageway of the south storage room. It appears we will need another cleanup campaign soon. Marilyn expressed some concern over the security of the north storage room since the door is almost always left unlocked and/or propped open. Marilyn agreed to post a sign requesting that folks close and lock the door when finished with their laundry.

Minutes: Board of Directors meeting, March 31, 1987

A special meeting was called to discuss and get approval for the replacement of the dead water heater.

We discussed the death of the old water heater - it seemed to all of us that it was not that old. In addition, some of us had thought that we were leasing it from Washington Natural Gas. Research unearthed the following information:

- . We originally leased a water heater from WNG; however, according to their records, we had it removed on April 21, 1982.
- . We could find only one slight reference to the water heater replacement in our records: a memo was sent to Association members in November, 1981, advising them of a special meeting. Discussion of the hot water heater was one of the items on the agenda. We have no minutes from the meeting or any record of why we chose to purchase a water heater .

We originally intended to purchase a replacement water heater. The cost quoted us by Broadmoor Plumbing was \$2575 for the heater, taxes, and labor. The heater would come with a three-year warranty.

Since our Bylaws require approval of 51% of the Association members for costs between \$1500 and \$5000, we began calling the members for approval. The response was as follows:

Voting: 9

Approved: 8

In addition to getting members' votes, we also received a good suggestion from several, to check out once again leasing from Washington Natural Gas. The Board agreed to delay the installation one day to give us time to check the cost of leasing.

Per WNG, the cost to lease a water heater is \$20 per month. The maximum installation cost would be \$400. Including installation, the total cost over 5 years (the time the old one lasted) would be \$1600, or \$975 less than the purchase price, with the added advantage that it would be maintained by WNG. We definitely chose to go with the lease.