

## **Minutes of the Annual Meeting Gayle Condominium Association**

Date held:      Wednesday, 5/25/94

Time:            6:30 pm

Members present:    Pieter Van Tol (Treasurer)  
                                 Inga Boles (Secretary)  
                                 Jeannie Adams (President)  
                                 Bob Peterson  
                                 Gordie Culliton  
                                 Matt Perrett

***Important Notice!!!:*** Both Pieter's and Inga's terms have expired. Inga has sold her unit and Pieter is moving to the east coast. Therefore, it is mandatory that their positions be elected immediately! Matt Perrett has volunteered to be the new Secretary (he could not be the treasurer due to a "conflict of interest" with his job). But, the position of Treasurer has not been filled. Bob Peterson has agreed to temporarily fill the Treasurer position (1 month only!) so that this month's bills can be paid. He absolutely will not fill the position beyond the end of June (he has been on the board many terms before, and understandably wants a break from the building management responsibilities that naturally come along with being a board member who lives in the building). According to our bylaws, we must have all three positions filled. We also need a building manager - a responsibility that is typically default-volunteered by board members especially if they live on-site. Therefore,

All owners should find it in their best interest to attend an Owners' Meeting to discuss the operation of the board and to finalize the official building budget (all bids, discussed in these minutes, should be completed):

**Wednesday, June 22, 1994**

**6:30 pm**

**In unit #202**

If a Treasurer is not elected who will also help in terms of building management, then a professional management company will be hired. To cover the fees of this professional management company, all homeowners dues would need to be increased. If a p.m.c. is hired, a Treasurer would still be required to sign the checks and to be in accordance with our bylaws, and Bob Peterson would continue in the position.

Delinquent dues: As most of you know, we have a couple of owners that are severely delinquent in their dues. This directly impacts our ability to pay for improvements and maintenance of our building. As mentioned in the minutes of the 2-17-93 meeting (see "60 day clause"), this is in direct violation of our bylaws. Basically, we have at least one option for action with the potential for two others. Namely, (1) notify the owner's lender, (2) contact a bill collector, or (3) contact a lawyer.

Action: In accordance to our bylaws, Bob Peterson has agreed to determine the owner of the note (mortgage holder) for each of the owners that are delinquent by >60 days. Contact will begin immediately!

Owner occupancy: Did you know that if the owner occupancy rate drops below 50% financing may be available but is difficult to find. When it is available it is at a higher rate and/or require a higher down payment. This can de-value the units in a building because it makes it less attractive financially to prospective buyers. Please refer to a recent article from the Seattle Times newspaper. Everyone (even those who are currently renting out their units) should be concerned! Our building is currently at a 50% owner occupancy rate. Are you concerned yet? Most newer condominiums have in their bylaws provisions for managing owner occupancy rates. Our condominium bylaws which are much older do not currently have such provisions.

Action: Matt Perrett has agreed to investigate options to contain the owner occupancy rate. This may require a change in the bylaws.

TCI Cable letter regarding right of entry: TCI Cable has requested the right of entry to our building to upgrade to fiber optics.

Action: Pieter will contact TCI to authorize.

Hot water heater: Lang's Mechanical is now servicing our gas equipment. This only affects the building's hot water heater and not any individual gas appliances within the units.

Insurance: The building's new insurance binder is held by Soundview Insurance of Everett, WA. We have not yet received our copy, however it should be forwarded to the new Treasurer. Also, Gordie suggested investigating earthquake insurance costs. The new Treasurer should do the investigating. (A reminder to all owners: do you have insurance to cover your unit?-- this means appliances, personal property, mouldings, flooring, cabinets, sheetrock, wallpapering, etc, etc.)

Building improvements/beautifying:

The paint on the window trim (especially those facing the street) are in dire need of a new coat of paint. This will greatly enhance our building's street-appeal.

Action: Jeannie has volunteered to obtain 2 estimates to repaint.

The paint in the common areas of our building (interior stairwell and halls, and entrance stairs) could use a fresh coat of paint.

Action: Jeannie has volunteered to obtain 2 estimates to repaint.

The carpeting is old but in fairly decent condition. It is vacuumed weekly and professionally cleaned at least once per year.

Action: None. Unfortunately, it is probably cost prohibitive at this time to replace the carpet.

Gordie commented that the light globes were missing. This is because of two reasons-- (1) that the globes darken the hallway too much (typically one light at each end of the hall combined with darkish carpet) and, (2) it makes it easier to replace the lightbulbs with the globes off.

Action: None.

Have you noticed how beautiful the flowers/planting strip are in the front of our building?!! Thanks to Jeannie for taking a personal interest in the gardening. It really helps to beautify our building.

The back stairwell landing between floors 2 and 3 has been repaired to fix impending water rot (used to hold too much water in heavy rains)-- thanks, Jeannie!. Jeannie also recommended investigating the other landings as well.

Action: None of the other owners who live in the building have noticed much of a problem on the other landings. We agreed that the interior painting and window painting were a higher priority at this time unless there is truly a rot problem. Jeannie volunteered to investigate as she looks into the other painting projects as well in case it is a minor deal.

"Keeper of the Keys": For the last couple of years, Inga has kept the key board with all of the backup keys to the units and mailboxes. With her departure, Bob has agreed to be keeper of the keys unless we end up with a Property manager.

Finally, during the last fire and safety check we discovered several units had heat sensors that had been painted over and/or sensors in which the wiring had been disturbed. Also, there was one unit (#106) that we couldn't get in to because the locks must have been changed. The heat sensors had to be replaced because this could have directly impacted the safety of our building in case of fire and the insurance coverage. The association has had to pay the bill for the replacements although it should be the responsibility of the individual owners to maintain their sensors and at least do not disturb or paint them! And, as a last note, please keep your keys current with the "keeper of the keys" if your locks are damaged or changed.

Good luck to you all. I will truly miss our beautiful building, but it is time for me to move on!

Best regards,

Inga Boles,  
Secretary  
Gayle Condominium Association  
5/27/94

**Gayle Condominium Owner/Address List**  
(as of 5/31/94)

Notice: This information is private and is to be used only by the owners of the Gayle Condominium units. It is not to be shared with any renters!

<u>Unit No.</u>	<u>Name</u>	<u>Phone (206)-</u>	<u>Address (if not in said unit)</u>
101	Pieter Van Tol	329-1309	(same, temporarily)
102	Gordon Culliton	322-4081	1717 16th Av, #24 Seattle, WA 98122
103	Christopher Kalinski	???	(same)
104	Matthew Roller	(503)-236-3667	???
105	Tamara & Simon Zirians	867-5180	4685 148th Ave NE, #B104 Bellevue, WA 98007
106	Joe Haley	???	(same)
201	Bob & Cecilia Smith	1-800-365-7335	???
202	Robert Peterson	329-8878	(same)
203	Suzanne Harper	329-6768	(same)
204	Jeannie Adams	322-6946	906 11th Ave E. Seattle, WA 98102
301	Clay Whatley	325-8408	(same)
302	Eliane Guillot	(714)-973-4880 (wk)	151 E. 21st, #26 Costa Mesa, CA 92627
303	Matt Perrett	722-9884	11625 76th Ave S. Seattle, WA 98178
304	Jarret & Davonna Sherry Cuffley	???	(same)