

**3600 Condominium Association
Board Meeting Minutes
December 15, 2022
6:30 p.m.**

I. Executive Session

Executive session started at 6:30 p.m. Discussed owner issues. Meeting ended at 7:00 p.m.

II. Call to Order

A meeting of the Board of Directors of the 3600 Condominium Association was held at 7:03 p.m. via video conference on December 15, 2022. The following Board Members were in attendance.

- Elaine Toscano, President
- Douglas Smith, Vice President
- Kevin Griffin, Treasurer
- Ellen Karp, Secretary
- Fred McAllen, Director
- Lin Bo, Director
- Elba Rodriguez, Director

III. Approval of the October 28, Board Meeting Minutes

RESOLVED, to approve the minutes from the October 28, 2022 Board Meeting

Motion made by Douglas Smith, seconded by Kevin Griffin. Voted on and passed unanimously.

IV. Treasurer's Report

Kevin Griffin gave an update on the Association's financials as of the ten months year-to-date, ending October 31, 2022.

The Board held an open session on December 13, 2022 for the Association to answer any questions members had regarding the budget.

Approval of the 2023 3600 Association Budget

Motion made by Douglas Smith, seconded by Kevin Griffin. The Board voted on and passed unanimously to approve the 2023 budget.

V. Committee Reports

House & Grounds: Lin Bo stated that a survey will be sent to unit owners regarding cable, internet and the Library. The House & Grounds Committee discussed cleaning the lobby furniture and they are waiting on proposals.

VI. Orientation Committee/Rules & Regulations Committee: Douglas Smith called for volunteers to be on the Orientation Committee for 2023. A Rules and Regulations meeting will be scheduled in the coming weeks. He will reach out to those who volunteered.

Social Committee: Ellen Karp stated suggested holding a "after-holiday champagne party in the lobby. She called for volunteers to be in the Social Committee. Ellen will reach out to those who volunteered.

Hallways Committee: The contractors are addressing a punch list now that the carpeting is installed.

VII. Management Report
New Business

1. **Suburban Elevator – Install an ASME2000 Code Compliant Car Top Railing System for all 8 elevators - \$31,200.**

This system is designed to protect mechanics, inspectors, contractors, and emergency evacuators from falling should they need to work on top of a car.

Resolved, to approve the Suburban Elevator proposal to install an ASME2000 Code Compliant Car Top Railing system on all 8 elevator cars for a cost of \$31,200.

Douglas Smith moved, Ellen Karp seconded, and the Board voted unanimously.

2. **Siemens – Furnish and Install 117-1/1/2 x 75’ Fire Hoses and Nozzles for the North and South Tower Stairways - \$52,268.68**

The Board tabled this proposal until more information is provided.

3. **Hayes Mechanical – Replace two (2) Original Circuit Boards for North Chiller, South Tower, \$2,730**

Resolved, to approve the Hayes Mechanical proposal to replace two original circuit boards for the North Chiller in the South tower.

Douglas Smith moved, Lin Bo seconded, and the Board voted unanimously.

4. **Alliance Environmental Inc. - To Mitigate Lead Paint from the Garage Ceiling; First Floor to the 2nd Floor Ramp for a Total Cost of \$8,570**

Resolved, to approve Alliance Environmental Inc.’s proposal to Mitigate Lead Paint from the Garage Ceiling. First Floor to the 2nd Floor Ramp for a Total Cost of \$8,570

Douglas Smith moved, Kevin Griffin seconded, and the Board voted unanimously.

Work in Progress

Marcy Teter updated the board on the work in progress on the following items:

- Revolving Door and Terrazzo Floor Repairs in Lobby – The new revolving door will be installed next week. The Terrazzo tile repair is almost complete. Floor will be polished next spring.
- Hayes-Approved Proposals from September 2022 Board Meeting – These projects are being completed.
- Fire Pump Electrical Re-Wiring – Final Hookup was December 7, 2022.
- My Net Security – Security Doors waiting for a part.
- Limited Interior Repairs – KGH and W.J. McGuire – Project is in progress and work is being completed.
- Drywall Repairs will follow the façade Repairs.

Completed Items

Bartlett Tree Experts trimmed the trees on Addison, the north parkway and on the patio.
Marcy Teter updated the Board on the Engineers Report for the month of October 24 through December 9 2022, which is made part of these minutes.

Informational Items/Discussion Items

- The building needs six pumps. They will be ordered now because of the back log in supply chain issues.
- Quincy Compressors provided a quote to repair the compressors.
- Alley lights are being ordered and replaced by Onsite Utility.
- Siemans provided a quote to repair the original fire panels.
- Lobby shades were repaired by Kawamoto, Inc.

VIII. Revised 22.1 Disclosure Form

Resolved, to approve the 22.1 Disclosure as presented in the December 15, 2022 Management Report.

Douglas Smith moved, Elba Rodriguez and the Board voted unanimously.

IX. Adjournment

With no further business, Elaine Toscano called for a motion to adjourn the meeting at 7:55 p.m.

Respectfully submitted,


Ellen Karp
Board Secretary