

**3600 Condominium Association
Board Meeting Minutes
June 22nd, 2022
5:45 P.M.**

I. Executive Session

Executive session started at 5:45 PM. Discussed owner issues, legal issues, and staffing update. Ended at 7:00 PM.

II. Call to Order

A meeting of the Board of Directors of the 3600 Condominium Association was held at 7:00 PM via video conference on June 22nd, 2022. The following Board Members were in attendance.

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

III. Approval of the April 28, 2022, Board Meeting Minutes

RESOLVED, to approve the minutes from the April 28, 2022, Board Meeting
Motion made by Douglas Smith, seconded by Elba Rodriguez. Voted on and passed unanimously.

IV. Treasurer's Report

Delayed because of transition to AppFolio—Planning on a Mid-Year report for July

V. Management Report

A. New Business

I. Hayes Mechanical – Jet, rod, and Camera Underground Drain Tile System

Resolved, to approve the Hayes Mechanical, jet, rod, and camera underground drain tile system to find pipe failures at a cost of \$3,638.00 (Operating account)

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

II. Hayes Mechanical – Replace Boiler Feed Water Pump #4 in the North Tower

Resolved, to approve the Hayes Mechanical, replacement of the boiler feed water pump #4 in the North Tower for a cost of \$5,440.00 (Reserve account, plumbing)

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

III. Siemens – Install Relay Module to Fire Panel for New North Garage Entry Fob Reader

Resolve, to approve the Siemens proposal to install a relay module to the fire panel for the new North garage entry fob reader at a cost of \$3,150.00 (Operating account, life safety).

Motion made by Douglas Smith, seconded by Garry Tackett. Voted on and passes unanimously.

**3600 Condominium Association
Board Meeting Minutes
June 22nd, 2022
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- IV. Management Office & Staff Locker Room AC Units** – Proposals received from Hayes Mechanical, AMS Industries and ABT Appliances.

Resolved, to approve the AMS Industries proposal to replace 3 LG Condensing Units with 3 Mitsubishi Condensing Units for a cost of \$11,595.00. (Reserve account)

Motion made by Douglas Smith, seconded by Lin Bo. Voted on and passed unanimously.

- V. 3600 Assessment Collection Policy** – KSN has prepared a collection policy for 3600 Condominium Association which defines specific rules and procedures regarding collections.

Resolved, to approve the collection policies and procedures prepared by Kovitz Shifrin Nesbit attorneys.

Motion made by Douglas Smith, seconded by Garry Tackett. Voted on and passed unanimously.

- VI. Parkway Fencing and 2 Security Gate Doors at Mezzanine Level of the North & South Towers** - Proposals provided by Top Line Fence, Pro-Design & Build and Bespoke Fence.

Resolved, to approve Top Line Fence proposal for 2 security gate doors at the mezzanine level of the North and South Towers for a cost of \$3,380.00. (Reserve account)

Motion made by Douglas Smith, seconded by Elba Rodriguez. Voted on and passed unanimously.

- VII. Lobby Roof Top Planters Proposal** – Darrell Johnson (SME Landscaping & Co.) has proposed to improve the soil, add soil and plant evergreens in the 12 large planters on the lobby rooftop.

Resolved, to approve the SME Landscaping proposal to plant the 12 lobby roof top planters for a total Cost of \$4,262.36, (\$2,500 was previously approved for this work)

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

VI. Motion(s) From Executive Session

- A. Resolved, to approve or deny the ESA request for Unit #1319, Octavio Botello**

Motion made by Douglas Smith, seconded by Kevin Griffin. Voted on and passed with 6 yes votes and 1 abstention.

- B. Resolved, to approve the write off uncollected funds of \$25,747.67 due to a foreclosure of Unit #1324**

Motion made by Douglas Smith, seconded by Elba Rodriguez. Voted on and passed unanimously.

**3600 Condominium Association
Board Meeting Minutes
June 22nd, 2022
5:45 P.M.**

- C. Resolved, to fine the Owner of Unit #1617 \$250.00 in violation of the 3600 Condominium Association Rules.**

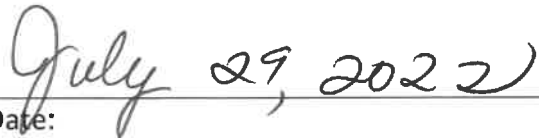
Motion made by Douglas Smith, seconded by Kevin Griffin. Voted on and passed unanimously.

VII. Adjournment

- A. Elaine Toscano called for motion to end meeting.**

Minutes prepared by Christopher Banton, Assistant Property Manager


Ellen Karp, Secretary


Date: