

MERCATO CONDOMINIUM ASSOCIATION
MINUTES OF BOARD OF DIRECTORS MEETING

Thursday, March 20, 2014, 2:00 p.m.

At the Village Center Conference Room #221

Board Members Present: Winnie Simpson, Kathleen Steeves, Bob Appleford, T. Eftaxiadis and Ted Curran

Board Members Absent: Rick Gruber and John Soderholm

Management Present: Mary Kathryn Eckler and Emily Hollabaugh, Monarch Management

No Community Members Present

Meeting was called to order: 2:01 p.m. by Winnie Simpson

MOTION by Ted Curran and seconded by Kathleen Steeves to approve the agenda as presented, **APPROVED UNANIMOUSLY**.

MOTION by Bob Appleford and seconded by Kathleen Steeves to approve the February minutes as presented, **APPROVED UNANIMOUSLY**.

No Report from The Minervini Group: Rick Gruber absent

Committee Reports

Finance: Given by Winnie Simpson and Kathleen Steeves in John Soderholm's absence

- See Financial Report attached.
- **MOTION** by Winnie Simpson and seconded by Ted Curran to accept the finance report and the answers given by Monarch to the questions from the finance meeting, **APPROVED UNANIMOUSLY**.
- Monarch was given direction to contact Mike Powers with KEEN Solutions to inquire about switching out the bulbs on each of the Mercato floors, one floor at a time, to help the costs of bulb changes. It will also be inquired whether the Mercato qualifies for any grants or loans through USDA.

Manager's Report: Mary Kathryn Eckler

- Ken Riegler is scheduled to inspect the newly installed boiler and the digital controls (assuming that all work is completed on the digital controls) on April 3, 2014. Ted Curran will attend the inspection on behalf of the BOD.

- The fire suppression monitoring quotes were discussed. Monarch recommended that the BOD stay with Northern Fire & Safety instead of switching over to either EPS or Habitec as there are not funds currently to re-install the whole system. There could be a switch over without re-installing the whole system, but that could create problems with being involved with both a new company and Northern Fire & Safety at the same time. If a part went bad, Northern Fire & Safety would still need to be contacted to replace the part, even if another company was monitoring the current system that is installed. The BOD agreed with this and requested that Monarch set up an appointment with a technician from Northern Fire & Safety who is familiar with the building, to give an education on how the system works. The BOD confirmed that they would like to split all invoices from the common area of the building with Southview; Mercato 2/3 to Southview 1/3.
- The spire proposals, in particular unit 318, were discussed. Monarch recommended that the proposal from Traverse City Building Repair be discarded as it seems most prudent to only have one contractor to do work on the spires from now on. The proposal from Grand River Builders of an approximate of \$20,000 for the ventilation of all four spires was discussed. Monarch has a request into GRB to consider firming up a price of around \$5,000 to begin working on unit 318's spire and then work on each spire one at a time after that. A priority list for the spires would be unit 318, unit 411, unit 404 and unit 408. Once the pricing and work is confirmed with GRB, the owners of unit 318 will be contacted to make them aware of the work that will take place and also encourage them to have a mold test done within the spire.
- The leaking/roofing issue in unit 318 was presented to the BOD. TCBR suggested that more ventilation is added into the attic area to help the airflow, thus eliminating leaking into the unit when the ice melts off the roof. TCBR does not do this type of work so Monarch will ask GRB to look at the issue when they are onsite again.
- The broken porch railing outside of unit 211 was confirmed as an owner responsibility.
- The repainting of the walls outside of unit 217 was discussed. Owner of unit 217 said it looks unsightly because his renters may have scratched up the walls and he was willing to do the work himself if he had the right color of paint. He also inquired if there was a plan set to repaint the walls on the residential floors. T. Eftaxiadis will speak to Susan Thom about the original paint color and find out if there is more available.
- The sprinkler head outside of the elevator B on the 3rd floor was repaired by Brigade Fire Protection. Monarch will contact TMG to have them clean up the area from the leaks.
- Northern Fire & Safety serviced the emergency lights on the Garden level after the power outage. The BOD requested that Monarch ask Northern Fire & Safety details about what was done to fix the lights and why they went out in the first place.
- The work on the porch doors is still on hold until warmer weather.
- There are currently no more problems with the leaks from the roof ice dams between units 304 and 404. The BOD requested that the idea of heat tape be put on the September agenda.
- Moses Window Cleaning sent in their window cleaning proposal at the same price as last year, Monarch was given direction to set up the spring exterior window cleaning.

- The BOD requested that the both the regular and default elevator codes be changed. Monarch will contact Otis Elevator.

Planning & Policy: Bob Appleford

Ad-hoc Subcommittee Reports

- Common Areas Compliance Procedure: Winnie Simpson
 - Report will be tabled until the April meeting.
- Parking: Kathleen Steeves
 - It was requested that Monarch send out a notice via email to all owners and long term renters to have their parking sticker in their car window. If they do not have one they are to contact Monarch. After this is done a closer survey can be done on which cars should not be parked overnight. This would be the first notice.
 - A second notice would be given to employees who do not have their parking stickers, this needs further discussion with Rick Gruber.
 - A third notice would be given to people with cars parked in handicap spots, on the sidewalks or non-parking areas.
 - It was discussed that the Village Site Committee would be eventually taking over some of TMG's duties that pertain to signage and parking.
- Janitorial:
 - There is a meeting scheduled to discuss the further particulars of Porcelain Patrol's duties, as the BOD decided to stay with Porcelain instead of switching vendors.

Old Business: Winnie Simpson

- The BOD requested that Monarch ask for a lease contract from WASH Laundry, and they will consider changing vendors in August of 2014 when Coinmach's lease is up.
- There is a Village Site Committee meeting in April, Winnie Simpson will ask if the meeting will be open to Mercato BOD members.

New Business

- No new business.

MOTION by Bob Appleford and seconded by Ted Curran to adjourn the meeting at 4:10 p.m., APPROVED UNANIMOUSLY.

Future Meeting

- Finance Committee meeting dates:
 - Tuesday, April 15, 2014 at 3:00 p.m. at the Village Center Conference Room
- Board of Directors meeting dates:
 - Thursday, April 17, 2014 at 2:00 p.m. at the Village Center Conference Room