

**Royal Arms Condominiums
Board of Director Meeting Minutes
November 9, 2020**

Call to Order: The meeting was called to order at 6:03 p.m. by Nancy Hillig, Board President.

Present: Nancy Hillig, President; Brad Goodenough, Treasurer; James Center, Director; Ed Trompke, Director; Kim Adolf, CA Partners; and Kristina Ursin, Secretary.

Absent: None.

Minutes: Motion was made by Nancy Hillig and seconded by James Center to approve the September 9, 2020 minutes as presented. Motion carried unanimously.

Reports:

- **Treasurer:** Refer to 2021 Draft Budget agenda item.
- **House Committee:** Signs will be put up to remind folks to wear masks.

Unfinished Business:

- **Plumbing Project Update:** Rayborn's Plumbing, Inc. will complete plumbing design drawings to be used for future bids on the plumbing project. A representative from Rayborn and a member of the board, will access a unit in each stack on the morning of November 16, 2020.

New Business:

- **Balcony Repair Review:** Management was requested to have an engineer inspect the balconies and provide a recommendation on repairs/replacements.
- **Refund of Outstanding Move Deposits:** Outstanding move deposits will be refunded to owners.
- **Repair Request – Unit 109:** Moved to executive session.
- **Draft Reserve Study:** Board would like to meet with RDH to review draft study.
- **2021 Draft Budget:** A motion was made by Brad Goodenough and seconded by James Center to adopt draft 2021 budget. Motion carried unanimously.

- **Annual Meeting Date Discussion:** A motion was made by Ed Trompke and seconded by James Center to conduct the annual meeting by zoom on Thursday, January 28, 2021, followed by vote by mail.

Executive Session: A motion was made by Nancy Hillig and seconded by Brad Goodenough to conduct an executive session and return in 10 minutes. Motion carried unanimously.

- **Repair Request – Unit 109:** A motion was made by Ed Trompke and seconded by James Center to, on the advice of counsel, deny the claim and have counsel provide decision and counsel's proposed rationale to the owner of unit 109. Motion carried unanimously.

Adjournment: A motion was made by Nancy Hillig and seconded by Brad Goodenough to adjourn the meeting at 7:12 pm. Motion carried unanimously.