

Royal Arms HOA Meeting - January 16th, 2017 @ 6:30 in RA Lobby

RA HOA Board Members - Abby Smith, Brad Goodenough, Nancy Hillig, Tony Daguanno, & Jo Schilling

CAP Members - Shannon & Heather

*Meeting called to order @ 6:34pm - Quorum

AGENDA ITEMS:

- Call to Order
- Introductions
- Verify Quorum - Shannon notes quorum is met
- Approval of 2016 Meeting Minutes - Approved
- Report of Officers
 - President Report/Goals in 2017
 1. Provide open forum at all meetings
 2. Increase accomplishment(s) of projects
 3. Mindful of review study, rules & bylaws
 - Financial Report - Brad reports the 2017 budget mirrors last year's budget, but notes that the reassessment of the budget for the fire escape project will be a priority in the 2017. Board reminds Shannon that we approved the last local engineering bid for the fire escapes, so she will move forward with the company.
 - Landscape Report - We are thrilled that the snow has melted and we will discuss landscaping at the next meeting.
- Reports of Committee
 - House Committee -
 - The parking lot is no longer available for RA members, so Bob should no longer be cleaning the parking lot.
 - Foyer landscaping will be updated in the spring
 - The tree that came down in the foyer area will be addressed this spring
 - Nancy notes the building is feeling "worn" and she would like lights at the entrances, trash room, etc. checked and replaced as needed.
 - Board would like Bob's list of duties (monthly & weekly)
 - Elevator is making larger noises - Shannon will contact the elevator company to schedule an additional service visit.
 - Estimates for the pipe/wall repairs (caused by 2 different leaks) should be in within the next week. Shannon also asked the plumbing company that fixed the leaks to give us a proposal for the cost to replace the entire line.
 - Coin Meter - Replacement & Maintenance schedule is requested
- Election
 - Nominations from the floor
 - Brad
 - Jo

- Ballots Distributed
- Election of Board Members Results - Board welcomes back Brad & Jo
- Resolution regarding 70-604 Election
 - States that any excess income can be rolled into 2016 once the resolution is signed.
 - *Document signed January 16, 2017.
- New Business - none
- Open Forum: Requests Below -
 - o More involvement from owners - Goal is a community feel
 - o Minutes from meetings to be emailed to members (not just posted to website)
 - o Utilize the boards in mail room for updates, postings, etc.
 - o Bike room issue will be moved to a house committee
 - o Rental Cap inquiry - Shannon will look into increasing the amount of time for a rental
 - o 505 smoke detector has been going off - Shannon will contact owner and follow-up
 - o Email blast quarterly to remind members of trash, recycling, disposals, etc.
 - o Update Notices in garbage/recycling for proper disposal
- Adjournment - 7:31pm

BOARD MEETING:

- Board Meeting Called to Order - 7:35pm
- Verify Quorum
- Election of Officers
- Unfinished Business
 - o To address the "worn" look of the building: Get list of Bob's duties, monthly, quarterly, annually & Tony will also get a few sample maintenance lists
 - o Fire Escape - Shannon will contact
- Next Board Meeting Date/Calendar of Board Meetings
 - o January - Annual
 - o April
 - o June
 - o November
- Board Meeting Adjourned - 7:40pm

RA Follow-Up Items	CAP Follow-Up Items
Continue Rental Cap Discussion	Send email to all RA owners to remind them to send CAP their keys to units for emergency purposes.

Continue to follow-up on balcony/fire escape discussion/issues	Turn in Tax Resolution
	Continue Rental Cap Discussion
	Continue to follow-up on balcony/fire escape discussion/issues
	Get list of Bob's monthly & weekly maintenance schedule.
	Email minutes from meetings as well as posting to website
	505 Smoke detector
	Email blast owners for garbage, recycling, disposals, etc. info