

PTCA BOARD MEETING MINUTES

July 20, 2020

The July 20, 2020 PTCA Board Meeting was called to order at 6:00pm by President Ray MacPherson. This BOD meeting was held via ZOOM. Board members present: Ray MacPherson, Ken Wright, Gary Brackett, Tom Sanford and Glenda Anderson. Samantha Davis present from The Management Trust.

Ratify any AWM's performed outside of the Board Meeting – None

Secretary's Report –

The minutes from the June 15, 2020 Board Meeting were read by Glenda Anderson. Motion made, seconded and approved to accept as read.

President's Report –

We will probably hold the next 2-3 meetings via ZOOM unless the state opens up. Residents who have difficulty accessing Zoom should contact Samantha.

Finance Report – Treasurer's Report- Ken presented the Treasurer's Report. Motion made, seconded and approved to accept the report.

Community Association Manager's Report –

Samantha Davis reported:

All reports are up to date.

She will do a building walk thru with Tom on Friday at 9:30am.

Committee Reports

- Maintenance/Landscape

There are some remaining roof patches that need to be completed. The asphalt damage will be repaired.

We received the light rebate from Tacoma Power.

Residents are asked not to clean the lobby tables as they require special cleaning supplies.

PTCA will no longer allow treats in the lobby.

The damaged table in the lobby will be removed and replaced with a hand sanitizer dispenser on a stand.

The elevators have shut down three times recently. Thyssen has been out to review the problem and they have replaced the battery in the seismic monitor. They are researching permanent options if we have to replace the seismic monitor.

AC Units in hallways: We are spending \$1500 to \$2000 a year to maintain these units. They are set at 74 degrees in the summer to break the heat but are not set to cool the hallways as that is cost prohibiting.

- Social Committee
No report
- Interior Design
Kay has placed summer decorations
- Security
Waiting for a quote from Robblees for new cameras and recorders.
- Budget & Finance
Ken reported that we are on budget. Accounts receivable is looking very good. Ken has started next years budget and is waiting on audit results before additional work can be completed.
- Update on Moves
Gary reported on moves: 1 move, 6 furniture, 2 contractor.
- Book Club
On hold until state allows social gatherings
- Newsletter
July newsletter was published and sent out via email. 20 paper copies were provided in lobby. August newsletter will be available first of August.
- Government Affairs/Community Relations
It is primary season and voters should have received their ballot.
- Rules Committee no report

Unfinished Business

NONE

New Business

Landscape Maintenance: Arnold does not have time to maintain the landscaping. He worked with a crew to complete a one time clean up and they got quite a bit done but are not

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professionals. The common areas have moss problems and extensive pruning and weeding need to be consistently maintained. A \$4275 quote from The Master Cut Landscaping Services for a major clean up has been obtained. This expense is not currently in the budget and will impact dues if we proceed. After discussion it was decided that we will get at least a second quote but a motion was made, seconded and approved to hire a contractor but not to exceed \$4275 that will be expensed from operating funds.

Samantha will get 3 additional quotes for maintenance services and once we have three vendors to consider we will decide whether to pursue maintenance services that will also impact dues.

Announcements

None

Open Forum

Jan Miller thanked the board for proceeding with landscape services as she does not believe Arnold can provide this. She encourages the board to consider an on-going service since Arnold is not trained in landscaping.

Dave Steggel provided a gentle reminder that he is still looking for Arnolds duty list. Ken explained that the board is working on it and it should be available shortly.

Nancy reported that several residents in the north end of the building report hearing music at 4 and 5am. It was also reported that a loud banging noise is heard in the middle of the building. It was requested that the August newsletter include a reminder to all residents to be considerate of your neighbors.

Nancy also asked about Zoom participation and Samantha reported that besides the 5 board members another 12 residents signed in for a total of 17 participants. Nancy requested that the board return to in person meetings and Samantha and Gary reported that it will probably not be allowed by the state for at least a few months.

Nancy also asked that the board notify residents immediately when any crimes against property occur.

Lois asked why there was no verbal all clear notification after the last fire alarm. Ray explained that it was a mix-up and apologized.

The board moved to Executive Session at 7:35pm

Motion made, seconded and approved to adjourn at 7:48pm.

Respectfully submitted,

Glenda Anderson, Secretary

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