

# Richmond Manor Condominium Owners Association

## Minutes of January 16, 2025 Board Meeting

### I. Call to Order

This Meeting of the Board was called to order at 7:00 pm by President Jerry Taylor. Other Board members present were Chuck Hynden, Cheri Schuricht and Bob Terry. Other participants were Doris Beck, Shirleen Becker, Michele & Rob Harris, Linda Harvey, Venita Hynden, Bev Klein, Andi & Drake Loeser, Bill Manson, Laurie & Kaare Otnes, Carole Reeme, Linda Weschler and Sid Horvath - Manager.

### II. Review/Approval of Meeting Minutes

**Motions were duly made, seconded and unanimously passed to approve Minutes as issued of the October 10, 2024 Board Meeting as well as of the November 14, 2024 Special Meeting of the Association.**

### III. Manager's Report

Sid reported that all scheduled maintenance and service work was performed in 2024 aside from pressure washing the walk ways and "load testing" the elevator (a ~ \$7,000 project) which will be done soon. PRIME has inquired of Recology as to reasons why the recycle materials have not been picked up as scheduled on several recent occasions and requested "credit" for missed "pickups". This request was denied on the basis that collection of recycle material does not incur an incremental charge above collection of trash.

### IV. Committee Reports

#### a. Lawn & Garden

Cheri stated that Skinner Landscaping continues to work hard keeping our yards beautiful while our gardens rest for the winter. Your garden committee is keeping an eye on things, but if you have a concern, please let us know. Our members are Doris Beck, Andi and Drake Loeser, and Cheri Schuricht.

The garden committee spent some time cleaning the area around the large garage fan, removing items that don't belong there and items we no longer need. This space is meant for our association's garden and property supplies. Please use your personal storage closet for your own storage needs.

#### b. Security

Kaare reported that the fire protection monitoring/alarm system – while being fully functional and which would properly notify the Fire Dept. if an actual fire were to occur – "beeps" as it is in "trouble" mode. After consultation with various service providers the issue seems to be that the system equipment – being 22 yrs old – is beyond its useful life and requires replacement and/or significant repair at an estimated cost of ~\$10,000.

**By motion duly made, seconded and unanimously passed the Board authorized Kaare/PRIME to proceed to replace/repair the monitoring/alarm system as needed.**

c. Finance

Bob reported that 2024 expenses were about 5% less than Budget and that all funds “borrowed” from the Contingency Operating Fund had been “repaid” to that Fund. He stated that about \$19,200 was expended from Reserves in 2024 mostly for mandated testing of “Dry Type” Sprinkler Heads. Interest earned by the Reserve Funds was about \$17,400 in 2024. As interest rates are declining maturing CD’s when rolled over will earn correspondingly less in 2025.

**V. New Business**

a. Move-In / Move-Out Fee

Discussion tabled to future date.

b. Recycle Basket in Elevator Lobby

Following discussion/input from participants as to the need (or lack thereof), as well the attractiveness (or lack thereof), of the Basket the Board will review the matter at a future date.

**VI. For The Good of The Order**

Doris brought up the idea of a “Free” basket wherein owners would place small “no-longer-wanted” items that residents could have for the taking. Such a practice would necessitate someone to “manage” the effort including removing and disposing of unwanted/unclaimed items. An alternative would be to post a pic on the bulletin board of such “free/no-longer-wanted” items.

It was noted that the small tables at the entrance doors to the lobby and stairwells are for the purpose of assisting residents’ entry through the doors (for temporarily placement of grocery bags, etc.) and should not be used as a place for “free” items.

**PLEASE USE EXTRA CARE TO CLEAN/WIPE/DRY SHOE SOLES ON MATS AT THE ENTRANCES TO THE BUILDING -- ESPECIALLY DURING WET WEATHER WHEN LEAVES/DEBRIS/MUD/MOISTURE ARE TOO OFTEN TRACKED INTO THE BUILDING AND ONTO THE CARPET.**

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Bob Terry  
Secretary/Treasurer