

# **Richmond Manor Condominium Owners Association**

## **Minutes of April 17, 2025 Board Meeting**

### **I. Call to Order**

This Meeting of the Board was called to order at 7:05 pm by President Jerry Taylor. Other board members in attendance were Donna Edgerton and Chuck Hynden. Other participants were Doris Beck, Shirleen Becker, Linda Harvey, Jeanne Bouten, Venita Hynden, Drake Loeser, Karre & Laurie Otnes, David Ridge and Sid Horvath- Manager.

### **II. Review/Approval of Meeting Minutes**

A motion was duly made, seconded and unanimously passed to approve Minutes as issued of the January 16, 2025 Board Meeting. A motion was duly made, seconded and unanimously passed to approve Minutes as issued of the March 20, 2025 Special Board Meeting.

### **III. Manager's Report**

Sid reported on the issues involving replacement of our fire alarm controls and system. He indicated that Signal Services, Inc. has been engaged to do the needed work when details of we will be required to do based on current fire system codes is finalized. At issue is the extent of new work required to meet code and the cost.

Sid also reported that problems with the lack of timely trash pick-up resulted from a communication error within PRIME resulting in cancellation of service. He indicted the issue has been resolved, and that service has been restored.

### **IV. Committee Reports**

#### **a. Lawn & Garden**

Our yard and gardens are responding well to the Spring weather and the services provided by Skinner Landscaping. The committee members, Doris

Beck, Andi & Drake Loeser and Cheri Schuricht were acknowledged for their time and effort in keeping our grounds attractive.

b. Security

Kaare Otnes was applauded for his tireless efforts to keep our building safe – this time from frozen water pipes. In addition to other actions, he has placed monitoring devices in strategic building locations which provide alerts when temperatures enter the danger zone. Thank you Kaare.

c. Finance

Jerry, reporting for Bob, mentioned:

- The premium for our master insurance policy increased \$10,091 (or 45%). This despite the Board decision to increase the deductible from \$5000 to \$10,000 which lowered the premium by \$1,742. This increase significantly exceeds the budgeted premium increase (15%).
- Considering this significant increase and anticipating additional future increases in insurance premiums, Bob suggests supplementing our transfers to the Insurance Account by \$400.00 per month beginning in April.

**A motion was duly made, seconded and unanimously passed to approve increasing the transfers to our Insurance Account by \$400.00 per month beginning April 2025 through December 2025.**

- To assist in developing a reasonable plan and budget for our upcoming roof replacement/recovery project we solicited cost estimates from four (4) commercial contractors. The estimates ranged from \$269,000 to \$408,000 with an average of \$341,000 which represents a 50+% increase over the amount reflected in the 2024 Reserve Study (\$221,000). The contractors indicated their estimates of our roof's remaining life is 2-5 years.

**V. Unfinished Business**

None

**VI. New Business**

None

**VII. For The Good of The Order**

Nothing

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Chuck Hynden  
Acting Secretary/Treasurer