

# Richmond Manor Condominium Owners Association

## Minutes of April 16, 2026 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 attending were Chuck Hynden, Cheri Schuricht and Bob Terry. Other participants were Doris Beck, Venita Hynden, Andi & Drake Loser, Sherrie & Bill Manson, Carole Remme, David Ridge, and 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 January 15, 2026 and the February 17, 2026 Special Meeting of the Board.**

### III. Manager's Report

Sid reported ThyssenKrupp (TK), who manufactured, installed and services our elevator, provided notice that our elevator's controller board is obsolete and will no longer be manufactured. TK recommends a "full modernization" which would be costly and would also invoke upgrades (also likely costly) to other systems. Sid said that he, Jerry and Kaare are working to identify options in the event of a failure of the current controller board. Though our contract with TK runs until 2029 they have discussed this matter with an alternate elevator service provider. Updates will be provided as they develop.

Sid mentioned that communications between PRIME and North Cascades CPA's (the firm engaged to prepare our tax returns) have been "less than desirable" and that another firm is under consideration to replace North Cascades. (Note: following the Board Meeting PRIME notified North Cascades, CPA's that our engagement with them has been cancelled. A relationship with another CPA firm is to be established.)

Sid listed several projects that will be performed in the coming months: window washing - in July, HVAC, and Fire alarm and protection system inspections/testing.

### IV. Committee Reports

#### a. Lawn & Garden

Cheri stated that Washington Tree Experts trimmed our birches and red buds to make sure they stay healthy and aren't brushing up against our building. This was accomplished in January.

The committee is concerned about some of our arborvitae on the north bank of our property. Wes, the head of our WTE tree trimmers, suggested they may have an illness that spreads easily among these particular bushes rather than a lack of water.

She mentioned that the front yard garden is in its glory right now as our azaleas and several rhododendrons are in bloom. Cheri suggested residents "take a stroll in that area".

b. Security

Reporting for Kaare, Jerry mentioned that the landline communications for the lobby entry and the elevator have been replaced by cellular service at a one-time cost of about \$1,000. Discontinuing the land line communications will enable saving of about \$1,000 per year. Initially it was hoped to also use cellular services to provide communications for our Fire Alarm System. Unfortunately, technical complexities, among other challenges, have led to the pause – and possibly abandonment – of the effort to use cellular service for the Fire Alarm system.

c. Finance

Bob reported that as of the end of February our expenses are within Budget. No major Reserve expenditures are planned this year. As we are nearing the time to replace/recover our roof we are considering engaging a professional firm that specializes in commercial roofing/building envelope to evaluate our roof and advise as to remaining expected life. This should aid in planning/scheduling our project. We also intend to engage Association Reserve to update the Reserve Study this year.

**V. Unfinished Business**

None

**VI. New Business**

None

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

Cheri reminded residents to drive slowly into, though and out the garage to prevent impacting people – especially children who may not be attentive, and older residents whose hearing and/or vision may be impaired. She also counseled drivers towards patience with those who navigate slowly or use walkers.

Chuck will post the current Recycle requirements - which seem to change often - in the Refuse Room.

It was mentioned that the building's carpet would be professionally cleaned later this year by DA Burns. DA Burns has historically offered discounts to owners who have their unit's carpet cleaned at the same time. PRIME will provide notice of the schedule for carpet cleaning for interested owners to coordinate.

The meeting adjourned at 7:45pm.

Respectfully submitted,

Bob Terry

Secretary/Treasurer