

**Minutes of the Board of Directors Meeting
Sentinel of Landmark Unit Owners Association**

May 29, 2008

Present: Marisa Mullen, Vice President
Bruce Wilmot, Treasurer
Akisha Edogun, Secretary
George Huff, Director

Absent: Rob Rapanut, President

Management: Charity Avé-Lallemant, Property Manager, S-C Management Corp.
Carol Bailey, Regional Manager, S-C Management Corp.

Being a majority of the Directors of the Association, a quorum was reached at 7:17 p.m. and the Vice President called the meeting to order.

APPROVAL OF MINUTES

Upon motion by Mr. Wilmot and seconded by Mr. Huff, it was:

VOTED UNANIMOUSLY: To approve the minutes of the Board of Directors special meeting of April 15, 2008, and the regular meeting of April 22, 2008, as presented.

OPEN DISCUSSION - None

COMMITTEE REPORTS

Neighborhood Watch

Ms. Avé-Lallemant reported that the email address of sentinelwatch@gmail.com has been created by Coordinator Jed Kukowski, and the creation of the email membership list is now complete.

PRESIDENT'S REPORT – None

MANAGEMENT AGENT'S REPORT

Ms. Bailey reported that the liaison officer had come to the management office on May 27 for the Board meeting. He reported that there have been very few problems.

Delinquencies are presently \$40,000, which is beginning to affect cash flow. Of the 16 units in arrears, some are still occupied, but most are vacant and in foreclosure. One unit has been turned over to the collection agency. Mr. Huff asked about the feasibility of the Association purchasing units in foreclosure and renting them out.

FINANCIAL REPORT

Ms. Bailey noted that most of the Certificates of Deposits do not mature until later in 2008. The Association has written off \$3,400 in bad debt; this account has been turned over to the collection agency. Legal expenses are over budget. Utilities expenses are under budget but the contract for natural gas expires next month and will be subject to the current volatility in the market.

Upon motion by Mr. Wilmot and seconded by Mr. Huff, it was:

VOTED UNANIMOUSLY: To approve the April 30, 2008 financial statements including the Delinquency Report as presented.

PROJECTS COMPLETED AND PENDING

Ms. Bailey reported that during the filter changes, maintenance staff discovered many leaking faucets and non-working smoke detectors. Ms. Avé-Lallemant reported that one owner has requested that the water to her tier be shut off three times in the past two weeks, indicating that the plumber she is using may not be licensed.

25 common area service requests were completed. 15 in-unit work orders were completed.

The generator was placed back on the pending list.

VOTING ISSUES

A. New Conference Table and Chairs

Item was deferred.

B. Ratify President's approval of leak repairs for 23 tier

Upon motion by Mr. Wilmot and seconded by Mr. Huff, it was:

VOTED UNANIMOUSLY to ratify the President's approval of repairs outlined by Engineering and Technical Consultants. Commercial Waterproofing Inc. will perform the repairs to the vertical joints in the whole tier and horizontal expansion joints at the 9th, 8th, 7th and 6th floors at a cost of \$4,150.

C. Ratify President's approval of leak investigation for 16, 12, 10 and 08 tiers

Upon motion by Mr. Wilmot and seconded by Mr. Huff, it was:

VOTED UNANIMOUSLY to ratify the President's approval of water testing for the front of the building by Engineering and Technical Consultants to investigate the source of water intrusion in 16, 12, 10 and 08 tiers.

TOPICS FOR DISCUSSION

A. Proposed Interior Renovations

The results of the owners' survey and the special meeting were reviewed. The designer has selected two new possible color palettes and new carpet and will prepare a small mockup for the Board to review by the first week of June. The designer has also engaged a carpenter to build out four door frames. Ms. Bailey reported that the Association has spent approximately \$12,000 on the mockup and that the designer's contract terminated with the completion of the tour for residents, after which she will be working for an hourly rate. Ms. Avé-Lallemant negotiated a reduction in the designer's hourly rate by 33%.

B. Schedule for West Elevator Upgrades

Ms. Bailey reported that the walkthrough to address the punch list scheduled for May 28 was postponed. An \$83,000.00 outstanding balance remains on the contract. Ms. Bailey reported that Capital Elevator continues to research the vibration problem.

C. Review Parking and Towing Policy

Ms. Mullen suggested that this item be deferred until Mr. Rapanut is present.

D. Action Items List

Ms. Bailey reported that the fire pump was replaced. The Association's evacuation plan has not yet been approved. Management has informed the fire department that it would be helpful to be furnished with an approved evacuation plan from another property. Mr. Wilmot asked about residents with mobility challenges.

E. Three-month Calendar

Ms. Edogun will be away June 10-23.


NEW BUSINESS

- Mr. Wilmot reported that the men's sauna was out of order And that the controller knob has become illegible. Ms. Avé-Lallemant advised that repairs are underway and that Management will repost an "out of order" sign as well as price out new control panel cover plates for the men's and women's saunas.
- Mr. Wilmot said he was glad to see the rope removed from the middle of the pool so that people could swim laps. He also asked whether an outdoor clock was purchased for the pool area. Ms. Bailey responded that a clock was installed.
- Mr. Wilmot asked whether there is a sign at the pool stating that the adult swim break takes place every hour on the ¾ hour.. Ms. Avé-Lallemant advised that signs were bid out and pertinent updates would be provided upon receipt of signage pricing. Ms. Avé-Lallemant also indicated that the current rules sign states that food and drink are not allowed in the "pool enclosure", which will be changed to read that food and drink are not allowed in the pool.
- Ms. Avé-Lallemant reported that she had marked up some conflicting language in the rules regarding the moving policy and furnished these to Mr. Wilmot for his review.
- Mr. Wilmot asked to meet with Management separately to discuss some financial questions.

ADJOURNMENT

Ms. Mullen adjourned the meeting at 8:10 p.m.

Respectfully Submitted,



Akisha Edogun, Secretary



Martha Morris, Recording Secretary