

MTCC 600 Minutes of Board Meeting of Thursday, February 26, 2015

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In Attendance:

Board Members: Greg Geralde, Alan Gracan, and Ron Horton (via Skype)

Regrets: Diane Turner, Vincent Tondreau

Other Attendees: Claus Wall (14A), Dan Marz (4A), Merlin Seward (4A), William Edwards (6D), Andy Ng (3C)

1. Call to Order

Greg called the meeting to order at 7:01 p.m.

2. Minutes

MOVED by Alan to approve Minutes of Thursday, January 8, 2015. SECONDED by Greg. CARRIED.

3. Continuing Business

3.1. Elevator Project Update – David Honest (doing the hallway renovation) and Kelly (the representative from Schindler doing the elevator refurbishment) met and discussed placement of call buttons on each floor. It is expected the elevator project will begin on-site in early April.

3.2. Fan Coil Replacement – The owners have been resurveyed for interest in having their fan coil units replaced. So far several owners have signed up.

3.3. Hallway Project Update – We are four weeks out from the projected finish date of end of March. Parking levels have been started. Penthouse ceiling is being framed. The carpet has been shipped from Georgia and should arrive mid next week. Construction of pilasters has been moved off-site.

4. Superintendent's Report

No report – Alex is on vacation.

Approved by the Board Tuesday, March 24, 2015

5. **Building Maintenance Report – Ron**

- 5.1. Diesel Fuel Tank – There has been no word from the first company to perform the inspection regarding a plan for fixing the deficiencies. A second company has been contacted to re-perform the inspection and provide an estimate for repairs at the same time, but they have not yet responded to set a date. Ron to follow up.
- 5.2. Lobby Door Access – Installing panic bar with a new number lock was cost prohibitive. If stair access is needed during the elevator project, the door will be left open.
- 5.3. Roof Anchor Inspection – Inspection was on January 12. The anchors passed and a certificate was received.

6. **Financial Report – Alan**

Nothing to report.

7. **Owner Relations Report – Vincent**

No report – Vincent is away.

8. **Other Business**

- 8.1. Fire PA system – Lonergan is here next week to give a report on the current status of system.
- 8.2. Renovation Plan – One unit has submitted a plan for renovation which is currently under review.
- 8.3. An owner commented that the door on P2 from the garage to the interior hall is difficult to open. It will be looked at. [After the meeting, the door was inspected and appeared to operate normally and similarly to the one on P1.]

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8.4. In response to a comment from an owner, there was a discussion of the criteria used in choosing or maintaining a service contractor for the building, whether for a one-time project or for continuing service. The criteria include cost, quality of work, prior experience with the contractor, references, availability, reliability, and compatibility.

9. Next Meeting

The next regular meeting will be Thursday March 26, 2015 at 7 p.m. in the 2nd Floor Office. [After the meeting, the date was changed to Tuesday, March 24, 2015.]

10. Adjournment

The meeting was adjourned at 7:31 p.m.

Approved by the Board Tuesday, March 24, 2015