

**CENTRE POINTE CONDOMINIUM ASSOCIATION
BOARD MEETING MINUTES**

DATE: Thursday, November 7, 2024
PLACE: INTEGRA Management – Conference Room
TIME: 9:30 AM

CALL TO ORDER

Debbie Haddad, President, called the meeting to order at 9:35 am.

INTEGRA was requested to prepare the Minutes of the meeting.

PRESENT

Debbie Haddad – President	Eric Prentice - Vice President
Ron Kowalski - Treasurer	Richard Luff – Secretary
Martha Oleen – Director/landscape liaison	
Cindyrae Mehler - Integra	Kayla Hardenbrook - Integra

AGENDA Martha Oleen motioned to approve the agenda; 2nd by Eric Prentice; and, passed.

PAST MEETING MINUTES

Ron Kowalski motioned to approve the Board Meeting Minutes from 11-07-24; 2nd by Martha Oleen; and, passed.

INTEGRA REPORT/FINANCIALS

Cindyrae Mehler gave the financial report through 09-30-24 noting that as of that date there was \$199,253.64 in the operating account and \$493,188.56 in Reserves for a total bank of \$692,442.20. Through 09-30-24 the association is running \$27,840.12 under the operating budget. This will be reduced when the roof cleaning invoices, required 5-year elevator inspections for buildings A, C, & D are completed by Thyssen Krupp, and the final capital project expense invoices are received, but we are sitting in a good position and keeping in line with projected expenses. Clubhouse and Exercise Room interior touch up work on the walls, painting and new carpets have been completed by M&M Construction and by Great Floors. The entry stucco wall has been painted. Updated interior Clubhouse furnishings were purchased and added from Samuel’s Furniture – thank you to Debbie & Martha for shopping and locating the items purchased. Green Landscape Maintenance continues to do an excellent job on the grounds. Margaret’s Janitorial will be replacing the battery backups on the emergency lighting in the buildings hallways. Pacific Crest Reserves is working to complete the Level 2 Reserve Study with Cindyrae meeting the inspector onsite next week for the full property inspection.

Authority requested to schedule carpet cleaning for A, B, C & D buildings [Clubhouse & Gym have new carpet and do not require being added to the schedule]. Unanimous approval provided from the Board to move forward with scheduling carpet cleaning for A, B, C & D buildings. Integra will contact John’s Chem Dry for scheduling.

Garage Doors: Board unanimously provides approval for Integra to inquire/receive a quote from Overhead Door regarding the garage doors opening automatically when the power goes out.

Ron Kowalski gave his Reserve Report advising funds are invested in staggered CD's – Thank you Ron for continuing to monitor/provide these reports!

OLD ITEMS

1. Clubhouse & Exercise Room Interior Paint/Carpet/Furniture:
All Clubhouse and Exercise Room improvements are complete. There are four new chairs, and a new couch in the Clubhouse. The remaining two chairs are at Samuel's Furniture for pick up. Board Member, Eric Prentice has offered to pick up the remaining two new chairs from Samuel's Furniture and donate the two old chairs to Good Will. Board Members, Debbie Haddad and Martha Oleen will select four new "dining" chairs to go around the small table in the Clubhouse.
2. Parking Lot Seal Coat and Striping [cleaning] - Huizenga Enterprises has on their schedule to do this job first thing in the spring of 2025 as soon as weather permits.
3. Roof Cleaning/scrape Moss – M&M Construction completed this project last week on all buildings which required lift work.

NEW ITEMS

1. Clubhouse – Open House: Martha Oleen is considering hosting an open house to show off the new Clubhouse and Exercise Room improvements. If decided to move forward, Martha will contact Integra to help coordinate the open house
2. Presentation by Lightning Electric, owner – John Lohrer, discussed replacement of all (16) exterior parking lot poles involves the City of Bellingham and requires obtaining a permit. Upon decision from the Board, John will provide an updated estimate for this work as a Capital project to be completed in 2025.
3. Presentation on updated new Contract for elevators: Thyssen Krupp representative Dawn Chandler, provided the new contract details to the Board. Following discussion, the Board approved a 5-year contract that places all four buildings under the same contract and pricing. The 5-year elevator testing for A, C, and D buildings will be completed by year end with the new contract providing a discount on one building.
4. Board President, Debbie Haddad announced she has sold her unit and will be moving. She plans to resign from the Board effective: December 7th, 2024. Thank you, Debbie for your years of serving on the Board!

DATE OF NEXT BOARD MEETING: Budget Meeting on Friday, January 3, 2025 at 10:00 am in the Integra conference room.

REMINDER TO SAVE THE DATE: Annual General Meeting - Wednesday, February 5, 2025 at 5:30 pm.

There being no further items for discussion, the Board Meeting was adjourned at 11:37 am.

Minutes respectfully submitted,

Kayla Hardenbrook

INTEGRA Management