



Secretary's Report

Submitted by: Rachel Haverkorn

Following is a summary of actions taken by the Board from September 21, 2023 through the Board Meeting held on November 15, 2023.

Note: The Secretary's Report does not include the actions taken by the Board of Directors during normal BOD meetings. These actions are documented in the BOD meeting minutes.

Board of Directors referenced by initial as indicated below.

- Christine Merna – President; Legal Committee Chair **(CM)**
- Sibyll Jones - Vice President **(SJ)**
- Jessica Hodge – Treasurer; Finance Committee Chair **(JH)**
- Rachel Haverkorn – Secretary **(RH)**
- John (Tommy) McGlothlin – Communications Committee Chair **(TM)**
- Diane Petrushkevich **(DP)**
- Michael (Ryan) Pickard **(RP)**

Vote records: y=yea vote; n=nay vote, nv=non-vote, a=abstain

Regarding D&O insurance renewal

10.07.23 –JH called for vote.

- **Issue:** Approval of D&O insurance renewal which is the same \$ amount as last year.
- **Notes/Discussion**
 - DP asked for clarification regarding litigation coverage.
- **Result:** **Approved** (7y)

Regarding replacement of Alarmco security call box

10.07.23 – JH calls for vote.

- **Issue:** JH noted on July 31 that we paid \$675 for Alarmco to program the box, and are paying \$100 per month for changes in programming. To move them in house would be \$1495 plus an additional \$308 for the service. (In other words, \$1803 now and then \$308 per year going forward.)
- **Notes/Discussion**
 - N/A.
- **Result:** **Approved** (6y; 1nv –RP)

Regarding cancelling October BOD Meeting

10.09.23 –JH called for vote.

- **Issue:** Cancelling scheduled October meeting, and holding the next BOD meeting in November.
- **Notes/Discussion**



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- N/A.
- **Result:** **Approved** (7y)

Regarding moving forward with delamination demarcation for Building C

10.12.23 –JH called for vote.

- **Issue:** A section of roof affecting Units 318 and 319 will need to be demolished and repaired.
- **Notes/Discussion**
 - Taylor Babb (engineer) recommended defining extent of work, marking boundary, and coming up with a plan.
 - Cost will be based on time required and materials.
 - TM asks how we will be paying for this, and whether affected residents need to be moved.
- **Result:** **Approved** (6y; 1nv-RH)

Regarding repair to crack in Unit 109

11.02.23 –JH called for vote.

- **Issue:** Concrete swale causing water leakage into 109, tiles have begun to pop. Cost of repair for this unit will be \$2890.
- **Notes/Discussion**
 - Brief confusion about price for this isolated project. JH confirmed that it will be \$2890.
- **Result:** **Approved** (7y)

Regarding change order for additional repair on building C.

11.07.23 –JH called for vote.

- **Issue:** Delamination/rebuild of section of building C roof will require complete rebuild of deck, as recommended by structural engineer. Cost of this change order is \$59,875, bringing total to date for building C roof project to \$185,331.83.
- **Notes/Discussion**
 - JH noted that this recommendation is via consultation with structural engineer.
- **Result:** **Approved** (6y; 1nv - DP)

Regarding filling vacancy on board pursuant to Article V(4) of the Bylaws.

11.13.23 –CM called for vote.

- **Issue:** To fill the seat left vacant after Brandie Kennedy's resignation with applicant Sarina Ferris.
- **Notes/Discussion**
 - TM notes that he would like to have time to have a conversation with applicants, but understands filling vacancies is priority.
 - DP abstains preferring to vote during annual meeting.



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Result: **Approved** (6y; 1a-DP)

Regarding filling vacancy on board pursuant to Article V(4) of the Bylaws.

11.13.23 –CM called for vote.

- **Issue:** To fill the seat left vacant after Melinda Bokeno's resignation with applicant Jim Bonacci.
- **Notes/Discussion**
 - RH notes applicant seems very qualified, but noted possible interest from on-island owner.
 - DP abstains preferring to vote during annual meeting.

Result: **Approved** (5y; 1nv-RH; 1a-DP)

Regarding providing \$30 Plaza gift cards to staff for Thanksgiving.

11.14.23 –JH called for vote.

- **Issue:** To provide gift cards to 12 staff members for a total of \$360 for Thanksgiving, as has been standing practice of St.C.
- **Notes/Discussion**
 - N/A

Result: **Approved** (7y)

To the best of my knowledge, the above is a fair and accurate representation of the actions taken by the Board Members of the St. C Condominium Association.

Rachel Haverkorn
Secretary