

Wireworks Condominium Association
Executive Board Meeting
March 25, 2021
Minutes

Call to Order - The meeting was called to order at 5:57PM. In attendance was RMM Management member Ann Marie Fahringer and Board members Michael Pulong, Penny Cromwell, Alex Balloon, Joe Kilbride, and Rich Mattio.

Information Items

Old Business

First Floor Painting - Painting of the two hallways on lobby level is complete.

LVT Installation - New LVT floor install in unit hallway on 1st floor will begin April 7th. On April 7th the contractors will be using a leveling product which will need 3 hours to set. Due to this, the contractors will be working from 9pm to 1am the first day. The install of the actual LVT flooring will take place April 8-9 from 9am-5pm. Management will be posting notices in the building with a reminder/work schedule.

Security Cameras - WireWorks maintenance staff is working on running the cable for new security cameras on Florist Street. The cables are also being run to each fire tower. This project will be complete within a few weeks.

Silicone Roof Coating - Our roofing contractor will be at the building March 26th to complete a silicone roof coating to an area on the roof where it is difficult to repair.

New Business

Exterior Building Maintenance - Our annual Spring maintenance will begin shortly. The masonry contractor will be walking the building along with management and maintenance staff. Race St windows will be inspected from the exterior to avoid any potential leaks coming from the windowsill.

Duct Cleaning - Our biennial duct cleaning has been delayed this year due to covid safety precautions. Management is working to come up with a schedule for the building's duct cleaning which allows residents to have individual unit cleanings as well. More information to come.

Annual Unit Inspections - Also delayed due to covid safety precautions has been our annual water fixture inspections. Management is targeting a May/June inspections time-frame. More information to come on this as well.

LVT in Hallways - The Board will need to coordinate/discuss future LVT hallway flooring projects as unit doors will need to remain open during installation. We will continue to research our options.

Financials

Budget Comparison/General Ledger February – The financials were reviewed and are on target.

Executive Session

Delinquency - The Board reviewed the current list of delinquent association dues. A number of delinquencies have been collected. Management, under the Board's direction, will continue to pursue delinquent fees per Wireworks policies.

These Minutes are not intended to be a verbatim transcription of the proceeding and discussions associated with the business on the Board's agenda; but rather, is a summary of the order of business and general nature of testimony, deliberation, and action taken.

Adjournment: 7:00PM

Next Meeting: TBD

Respectfully Submitted, Rich Mattio