

**Wireworks Condominium Association**  
**Executive Board Meeting**  
**May 11, 2021**  
**Minutes**

**Call to Order** - The meeting was called to order at 5:07PM. 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**

**Security Cameras** - WireWorks maintenance staff has completed running the cable for new security cameras on Florist Street. The scope of the project has increased, by adding cameras at each fire tower. The final cost is coming in around \$1,739.

**Silicone Roof Coating** - Rain delays have been pushing out the silicone roof work. The weather needs to be dry for 48 consecutive hours. Assuming weather conditions are favorable, this work is scheduled for May 12th.

**Inside Window Responsibility** - Attorney has confirmed unit boundaries include the interior portion of the window encasement. Maintenance responsibility is that of the unit owner.

**New Business**

**Exterior Building Maintenance** - The masonry contractor has walked the building along with management/maintenance staff and has found roughly \$15k of repair work. Repair items include cracks in granite, sidewalk voids, window caulking, pillar cracks, sidewalk concrete blocks and brick repair under loading dock.

**Annual Unit Inspections** - Delayed due to covid safety precautions. As guidelines are now being lifted, management will begin inspections of all Unit the week of May 24th. These inspections are mandatory to keep water usage down and to comply with the Master Insurance against floods from hot water heaters and washing machines.

**Financials**

**Budget Comparison/General Ledger February** – The financials were reviewed and are on target. May 2021 reserve balance stands at \$90,000.

**Late Fees** - The Board has decided late fees previously waived due to covid will restart August 2021.

## **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: 6:20PM

Next Meeting: TBD

Respectfully Submitted,  
Rich Mattio