PARK WASHINGTON CONDOMINIUMS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

AUGUST 14, 2013

MINUTES

PRESENT: Pat Fullmer-President, Chuck Drake-Treasurer, Brenda Henry, Jeff Amsler and Andy Wilkens-Secretary.

CALL TO ORDER:

The Board of Directors meeting was called to order at 7:17 p.m. A quorum was established.

APPROVAL OF MINUTES:

It was moved by Chuck Drake and seconded by Andy Wilkens to approve the July 10, 2013 minutes with a few minor corrections. Motion carried unanimously.

OLD BUSINESS:

Monthly Maintenance Contract:

The Board reviewed a three month maintenance contract along with job duties presented by Jim Scharper of Scharper Reflections. After some discussion on the various job duties it was moved by Chuck Drake and seconded by Brenda Henry to approve the three month contract for a cost of $1400 per month plus supplies. Motion carried unanimously.

NEW BUSINESS:

HVAC Contract:

The Board reviewed a contract for maintenance on the HVAC systems of the building presented by RK Mechanical. This contract will be a three year contract and will include many items that will be done and tracked on a monthly basis to keep the systems running at their best. It was moved by Chuck Drake and seconded by Andy Wilkens to approve the three year contract as presented. Motion carried unanimously. The current HVAC vendor, Major Plumbing and Heating, will be notified that the building has chosen a new vendor.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 8:02 p.m.