

700 Seventh Condominiums

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DRAFT MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE 700 WEST SEVENTH AVENUE CONDOMINIUM ASSOCIATION

Meeting Information: A quarterly meeting of the Board of Directors of the 700 West Seventh Avenue Condominium Association was held as follows:

Type: Regular/Quarterly
Date: Thursday, May 8, 2025
Location: Community Room

Present: Mike McGinnis, President; Lainey LaRue, Vice President; Bruce Hunt, Treasurer; Bob Boone, Director at Large; and Joe Wittstock, Secretary.
Also present: Greg Cazzanigi, Community Manager.
Homeowners Present: Debbie Swayne (Unit 401); Denny LaRue (Unit 505); Kay Zovanyi (Unit 507); Jerry Wagner (Unit 604); Dallas Hawkins (Unit 606); Joe Green (Unit 608); Cindy Algeo (Unit 703).

1. The regular HOA board meeting was called to order by the Chair on Thursday, May 8, 2025 at 7:02 p.m. The Chair announced the meeting was being held pursuant to: a) A written notice of the meeting was given to all directors of the corporation. b) A copy of the notice was ordered to be inserted in the minute book immediately preceding the minutes of this meeting. (The office will retain a copy of all meeting notices for its files.)
2. The Chair noted that a quorum of the Board was present.
3. Immediate Action Items:

A motion was made by Bruce Hunt and seconded by Lainey LaRue to accept the January 2025 HOA meeting minutes. The vote was unanimous.

Bruce Hunt then gave the financial report, followed by a review of the bank statements and reconciliation of the current quarterly budget documents. A motion was made by Bob Boone and seconded by Lainey LaRue to accept the review and reconciliation of the budget documents. The vote was unanimous.

The Community Manager's report was given by Greg Cazzanigi, a summary of which follows: The main course of action was to find vendors for the following tasks: Building janitorial service, lawncare and pool service. This is a result of Randy Hain's departure as Maintenance Manager in March 2025. These service providers have been on the premises for six weeks and doing well. There have been several projects completed since the last meeting of the board; they are as follows: The Community Room was painted, the carpet was cleaned and some of the lights switched out. A new heater was installed in the Pool Room, along with some general electrical service work. The roof-top exhaust fans have been serviced. This project was done to lessen vibrations to the units below, and to improve output velocity. The building acquired four new shopping baskets for use by the residents. The G-1 and G-2 stairwells were cleaned and organized. The office computer's back-up of data was upgraded to include general back-up of the main computer, an external drive back-up mechanism, and access to the Cloud for additional storage of data. Two projects that will be done soon include a new bracing system for the

concrete bridge that spans from the first-floor breezeway to the main parking lot. Also, filling in the new concrete lawn border(s) with sod to obtain a finished appearance. Future projects include installation of the new water main (late June or mid-July), new sensors on the G-2 garage door, removing stains in the west stairwell, painting the west approach to the pool, continued painting of the south-facing railings, and cleaning the G-1 garage, to include re-stripping and pothole repair.

New and Continuing Business:

Greg presented the board with three maintenance contracts for approval; they include contracts for cleaning services, pool services and yard care. These contracts may be cancelled at any time. A motion was made by Lainey LaRue and seconded by Bob Boone to sign these contracts. The vote was unanimous. The Chair and Greg both informed the owners present regarding the waterpipe replacement timeline (late June – mid July. The outdoor grilling subject was tabled for discussion. The process of updating the CC&Rs, the bylaws and Community Rules continue. The hope remains to have these matters to the owners for review prior to the Annual Meeting, which will be held in October. Finally, discussion was had regarding updating the Elevator Lobby, which could include creating a package storage area, as well as replacing the mailboxes to bring them up to United States Post Office standards. This improvement alone could cost eight to \$9000. The lobby improvements would include most likely repainting and texturing of the walls, new floor tile and lighting, and the addition of more general storage. Finally, the Chair handed out a Fire Evacuation Plan, highlighting the shelter-in-place steps to those present. This Evacuation Plan will be shared with all owners of the building.

Adjournment of the Meeting:

There being no further business to conduct, a motion was made by Bruce Hunt and seconded by Lainey LaRue to adjourn the meeting. The vote was unanimous. The meeting concluded at 8:15 p.m.

Next Board Meeting: June 24, 2025.

APPROVED:

Date July 24, 2025 Michael S. McGinnis
Mike McGinnis, President

Date July 24 2025 Joe Wittstock
Joe Wittstock, Secretary