

700 Seventh Condominiums

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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, January 15, 2026
Location: Community Room

Present: Bruce Hunt, President; Lainey LaRue, Vice-President (appearing telephonically); Bob Boone, Treasurer, Debbie Swayne, Director at Large; and Joe Wittstock, Secretary.

Also present: Greg Cazzanigi, Community Manager.

Homeowners Present: Greg Flibbert and Mirium Berkman (Unit 206); Anita Walsh (Unit 403); Joe Green (Unit 608); Tracey Lennemann (Unit 705); Mike McGuiness (Unit 805).

Consent Agenda:

1. The regular HOA board meeting was called to order by the Chair on Thursday, January 15, 2026 at 7:05 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 Bob Boone and seconded by Debbie Swayne to accept the September 24, 2025 HOA meeting minutes. The vote was unanimous.

Bob Boone 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 Joe Wittstock and seconded by Debbie Swayne 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: Greg went through in detail a proposed schematic regarding an addition of a package room and reconfigured mail and storage room. The main purpose of a package room is to have an area that is more secure than the Elevator Lobby for the delivery of parcels from USPO, Federal Express, Amazon, UPS, et cetera. This area would keep out of public view anything delivered to the main or elevator lobbies. This room would also include an area for delivery of items to Owners and Tenants from the Office (announcements, invoices, et cetera).

Greg then explained what replacing the current mailbox(s) could look like. The purpose of this project is to bring the Association into current USPO required standards of mail delivery. These new boxes would be additionally secured in the Mail Room and accessed only by authorized persons from the USPO. The main reason for these proposed projects is to further increase security of items delivered to the building.

Continuing Business:

Greg then announced that the CC&R Restatement process had been completed, with these documents being officially recorded at the Spokane County Auditor's Office on December 4,

2025. The Restatement along with the Bylaws have been uploaded to the Association's website. The editing of the current House Rules continues. When the reformatting and editing are done, the House Rules will then be uploaded to the building's website.

New and other Business:

The Chair formally introduced the new Board of Directors. Each Board member introduced themselves to those in attendance. These members are: Bruce Hunt, President; Lainey LaRue, Vice-President; Bob Boone, Treasurer; Debbie Swayne, Director at Large; and Joe Wittstock, Secretary.

The Chair then announced possible changes to the House Rules language regarding grilling on individual unit balconies, or in the units themselves. This language is found in Section II of Common Areas. The new wording in Section E reads: "Prohibition 'meaning no in- or outdoor cooking.'"

Greg announced that all but \$2700 has been collected from the Owner Assessment of October 2025 of \$38,079.71. Following this, Greg went over once again the schematics regarding a package room and the possible updating of the building's mailbox system to meet USPO's regulations regarding delivery of mail to individual owners/tenants.

Greg then informed those present of an unauthorized breach of the outdoor stairwell door located on the east side of the building by the G-2 parking garage door. This incident took place on January 10, 2026 at 4:43 p.m.

Open Forum and Owner Comment Period:

An open discussion was held by those in attendance regarding the possible "grilling" language, followed by discussion regarding the addition of a package room, and the updating of the mailbox area. The general conversation ended regarding a recent breach of the stairwell door, and possible ideas of how to prevent further incidences of this kind.

Adjournment of the Meeting:

There being no further business to conduct, a motion was made by Joe Wittstock and seconded by Bob Boone to adjourn the meeting. The vote was unanimous. The meeting was then adjourned at 8:07 p.m.

Next Board Meeting: April 16, 2025.

APPROVED:

Date 4/16/26



Bruce Hunt, President

Date 4/16/2026



Joe Wittstock, Secretary