

Harrisburg Storage Condominium Association
Board of Directors Meeting
Tuesday, February 7, 2023, 1pm on Zoom

Present: Greg Noteboom; James Lather; Trygve Fredrickson; Manager Erin Halvorson

1. Roof Leak: Unit 221L – Consensus is the Association is responsible for the leak and repairs. If the leak is along the seam of the building there likely may not be any exterior repairs that need to be made, melting snow just found a way in. Interior repairs would be up to the unit owner to arrange but the Association can pay for. The amount of the repairs needs to be authorized by the Board in advance of being completed. Erin can arrange to have the roof checked for leaks in the spring.
2. Chris Carlson's message regarding an unpaid invoice was a misunderstanding for payment to another property. There are no outstanding invoices for work done by him. He indicated to Erin last week that he would get payment sent. Board agreed that fines and interest should be imposed on late payments beginning this year. Erin will review the bylaws and notify members when the 2023 dues invoices are sent. It was agreed that last year invoices may not have been sent at all or if they were is was late in the year.
3. Jim presented website concept which will be password protected and will provide valuable information such as a contact form for the manager, the security camera feed, governing documents, minutes, financials, FAQs. There will be no cost for the website. Should Jim no longer be involved there would be a hosting fee for the site. Erin and Jim will work to get the format completed and data plugged in so the site can go live to members. A training meeting on the site will also be set up at a later date. The site will require a password to access. The Board was very appreciative of Jim's work on this and offer to maintain it at no cost. Jim provided the estimate from Foss Security for the cameras of \$2,850. Internet will need to be provided at the site. Erin will contact Foss for a cost estimate. It was discussed to find out cost of internet for the entire facility. Erin will contact a unit owner that already has internet service to find out who he uses. There was a motion to approve the bid for cameras by Greg, second by Trygve, motion carried. Greg reported some CAT5 wires hanging on the outside of the building that need to be sealed. Erin will contact them about this work. will provide Erin with a copy of the .
4. Discussion was held regarding Steve Wick's role with the Association going forward. It was agreed Erin could work with him on maintenance items that he may be familiar with and he would be paid an hourly wage. Erin will follow up with Steve on what specific duties he has been providing and which he wants to continue to do such as gate maintenance, changing light bulbs, and maintaining bathrooms. Concerns with any of these items or other services should be reported to Erin first and she can work with Steve or the specific vendors for those items that need attention, this way Erin can establish if there is a continuing problem with a specific vendor.
5. Greg asked if a contractor is lined up to fix concrete by the bathroom in the spring. Erin will follow up on getting this done.
6. Discussion was held regarding the Board election and officers. Erin mailed the ballots with her introductory letter and had no write in nominations or objections to this slate of Board Members. Officers and terms will be discussed at the next Board Meeting. The next meeting date was not set.

Meeting adjourned at 1:33 pm