INTERSTATE EXECUTIVE CENTER MEETING MINUTES

Location: IEC Bldg. 2 – Marketing Options – 6818 Loop Road

Date/Time: June 23, 2026 @ 12:00 PM

AGENDA DETAILS

CALL TO ORDER- The meeting was called to order to include Gary Palmer, Tammy Murphy, Jane Heavin, and Rob Betts. Culmen participants were Kristin Nelson, and James Abrams.

Meeting called to order. Quorum present.

REVIEW OF MINUTES-

Prior meeting minutes were approved. Motion by Tammy; seconded by Rob.

REVIEW OF FINANCIALS-

May financials were distributed in advance. Full review deferred pending additional board member review (Jane Heaven). Electronic approval to follow.

Key Updates:

• Two delinquencies remain: (~$530), (~311)

• $11,439.46 payment received from owner.

• Updated outstanding balance of approximately $841.82.

Discussion Items:

• Approx. $14,000 negative retained earnings to be reviewed. Explanation- landscape invoice paid 19K have not collected income to offset.

• Assessments approx. $99,300 deferred Reserve Income offset with $99,300 that was Deferred Reserve sent to Balance Sheet

MANAGEMENT REPORT-

Delinquencies reduced; continued monitoring in place.

OPEN BUSINESS-

Ice Damming / Roof Repair-

Bids received from Redline, SBC, and WIW Roofing. Tecta submitted proposal however declined GC role. Solid Rock did not submit.

James and Chris reviewing the scope. Recommendation is expected within approximately two weeks.

Board requested final comparison packet prior to next meeting.

Unit Repairs due to Ice and Snow-

Awaiting legal opinion from Michael Miller regarding financial responsibility.

Windows-

Ansi responded ($44/window).

Dearth Caulking –awaiting a response

Above All Glass-awaiting a response

Summer Florals-

Ground Systems quote received; other quotes pending (8–12 weeks). Additional vendor suggested: American Pride if we don't receive Berns and Siebenthaler.

Building Exterior Work-

Management to prioritize repairs by scale and cost.

Initial focus includes mold removal and minor repairs.

Parking Lot Quotes-

Vandalia quote received; Wagner under revision.

Estimates: repairs ~$32K–$35K; full replacement ~mid $200's

Further analysis required on phased approach, lifespan, and concrete work.

Traffic Flow-

Phase 1 planning study approved ($1,800–$2,200) to evaluate traffic flow and safety improvements.

NEW BUSINESS-

Building 4-

Emergency plans determined to be owner responsibility. Water issues resolved; no active leaks.

Building 2-

HVAC leak determined to be tenant responsibility; billback to tenant.

Meeting Agenda and Location-

Future meetings to be held at alternate location as confirmed.

Next meeting tentatively July 21 or July 28, 2026. Requested date change to Greg waiting for response.

Waste Management-

Contract under review due to rate increases. Exploring new vendors and terms; avoid auto-renewals, contract target max three-year term.

OPEN DISCUSSION-

KC Property Holdings, LLC-

Fire safety plans are owner responsibility. Association can assist for a fee if requested.

No active water leaks reported.

TRACKER REVIEW-

Updates to be provided post-meeting.

NEXT MONTHLY MEETING DATE-

July 21 or July 28, 2026 @ 12:00 PM (TBD) once Greg confirms.

ADJOURNMENT-

Meeting adjourned at approximately 12:56 PM.