

**CHEESMAN TOWER WEST
BOARD MINUTES
SEPTEMBER 20, 2007**

Presiding:	Rob Jones, President
Board Members Present:	Sandra Corriere, Vice-President Denise Wood, Treasurer David Krasnow, Secretary Rita Bastien, Member at Large Margie Keenan, Member at Large
Weststar Management Present:	Kevin Hayutin, Tracy McGee, Nickie Greco
Attending Guest:	Aaron Prill (Critical Infrastructure Construction Management, Inc.)

OPEN FORUM

The following Unit Owner was present: 1406

BOARD MEETING

Mr. Jones called the meeting to order at 6:30 pm.

MOTION: A motion was made, seconded and unanimously passed to approve the August minutes.

FINANCIAL STATEMENTS

MOTION: A motion was made, seconded and unanimously passed to approve the August financial statements.

REVIEW OF DELINQUENCY REPORTS

OLD BUSINESS

Chiller Upgrade Project

Project Manager Aaron Prill was present to update the Board on the status of the Chiller Upgrade Project. Electrical and mechanical equipment has been ordered. Work will begin on or about October 15 and could take up to four (4) weeks to complete.

Humboldt Street Garage Repairs

Based on Bornengineering's inspection of the work recently completed by Weather Sure, the Board has learned that Weather Sure did not follow all the required specifications and guidelines and this work will need to be redone.

The Board is looking into CTW's options to get this work completed as soon as possible as it effects the start date for the Chiller Upgrade Project.

Pool Leak Repair

Weather Sure completed their repair work. However, additional repair work will be required to stop the water leakage. The Board is investigating CTW's options for completing this repair work. The pool leak repair work must be completed as soon as possible as this also effects the start date for the Chiller Upgrade Project.

Construction Loan/Line of Credit

The Board has been investigating the various funding options available to finance the Reserve Projects/ Expenditures which will occur through the balance of the calendar year. The Board will continue to investigate and discuss the various options.

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OLD BUSINESS (continued)

Aluminum Wiring Retrofit Update

The Board is in the process of analyzing the results of Custom Electric's inspection of the meter stacks and the Unit electrical panels.

Proposed New Rule Change – Electric Range Replacement

MOTION: A motion was made, seconded and unanimously passed to approve the proposed New Rule change regarding electric range replacement as per building insurance guidelines.

The New Rule, stated below, is effective immediately.

When an Owner replaces an electric range in their kitchen, the Owner must verify to the Association that copper wiring is present between the electrical panel and the range. In the event that the wiring is aluminum, the Owner must replace that wiring with copper prior to the new range installation/repair at the Owner's expense.

Automatic Laundry Contract Update

As per the CTW By-Laws (page 5, Section 6 titled "Expenditures"), the Board cannot enter into any contract for more than five (5) years without the prior approval of two-thirds (2/3) of the total ownership.

A vote was held from September 10-19 regarding the new lease contract terms with Automatic Laundry Company, LTD. The Association vote was completed with 73.22% in favor of approving the new lease contract terms with Automatic Laundry Company, LTD and 2.36% against approving the new lease contract terms.

As a result of receiving a favorable vote (exceeding the required 66.6%), the Board has signed the new Lease Contract with Automatic Laundry Company, LTD.

NEW BUSINESS

MOTION: A motion was made, seconded and unanimously passed to appoint Margie Keenan to the CTW Board of Directors. Margie will assume the remainder of Steve Scarano's term.

Hot Water Boiler

The domestic hot water boiler has been leaking on and off and is in need of being replaced as soon as possible. The Board reviewed bids from Western Building and from Trautman & Shreve.

MOTION: A motion was made, seconded and unanimously passed to approve Western Building's bid in the amount of \$11,794.00 for the replacement of the domestic hot water boiler to be paid out of the Reserve Account.

It is expected that the domestic hot water boiler will be delivered on October 8 and installed and running by October 9 or 10.

Elevator Retrofit

The Board reviewed/discussed Otis Elevator Company's revised proposal for the elevator retrofit project. The Board will continue to look into CTW's options regarding this project.

Health Benefits Update

Gemini Group, Inc. has been contracted to assist CTW with our Employee Health Insurance coverage. Gemini Group, Inc. will handle all enrollments, cancellations and billing questions related to Employee Health Insurance coverage.

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NEW BUSINESS (continued)

Newsletter Items

The Board discussed the various topics which will be included in the September CTW Newsletter.

Landscaping Budget

The Board briefly discussed this year's landscaping budget to get an idea of what gardening improvements might be made for Spring.

EXECUTIVE SESSION

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

David Krasnow
Secretary