

**CHEESMAN TOWER WEST
BOARD MINUTES
NOVEMBER 15, 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

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 October minutes (as amended).

FINANCIAL STATEMENTS

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

REVIEW OF DELINQUENCY REPORTS

OLD BUSINESS

The Board reviewed the status of each of the following projects:

Humboldt Street Garage Repairs

Weather Sure is expected to complete all the required beam work by Friday, November 16.

Pool Leak Repair

MOTION: A motion was made, seconded and unanimously passed to approve the Custom Restoration, Inc. bid for services related to repairing the pool leaks in the Humboldt Street garage. Bid Amount: Not to exceed \$6,750.00 – to be paid from the Reserve Account.

Note: This work has begun and it is expected that Custom Restoration will be finished the week of November 19.

Chiller Upgrade Project

Preliminary work on this project started this past Monday. This project was delayed due to the additional repair work required in the Humboldt Street Garage (Weather Sure-Beam Work Repair / Custom Restoration-Pool Leak Repair).

Bornengineering has been overseeing all repair work to ensure that it is performed in general accordance with the construction documents. Once Bornengineering has approved all work done by Weather Sure and Custom Restoration, the Chiller Upgrade Project will proceed in full force. The Chiller Upgrade Project, once started, should be completed in a 4-week period.

Unit Breaker Box Repair

The Board is still in the process of obtaining bids for a discounted/volume work rate for Unit Owners should they elect to do repairs to their Unit's electrical panel. A letter explaining the results of Custom Electric's inspection of the Unit electrical panels will be sent to all Owners.

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NEW BUSINESS

Reserve Study

MOTION: A motion was made, seconded and unanimously passed to approve the Bornengineering bid for services related to conducting a Reserve Study for Cheesman Tower West. Bid Amount: \$3,000.00 – to be paid from the Reserve Account.

Laundry Room Change-Over

The Board reviewed the timeline for the change-over of the laundry equipment.

Automatic Laundry will install the Value Transfer Machine (Smart Card Dispenser) in the Carriage Room before the end of November.

Laundry Rooms will be painted the week of December 17 and the new washers and dryers will also be installed the week of December 17.

Elevator Retrofit Update

The Board continued to discuss the Elevator Retrofit Project that is required per new City ordinance. The Board is in the process of obtaining another bid for this work. The Board briefly discussed CTW's options for funding this project given that this will be another major project in both the scope of work and the cost.

Holiday Pot Luck

The Board discussed plans for the Holiday Pot Luck which is scheduled for Sunday, December 9.

Newsletter Items

The Board discussed various topics to be included in the next CTW Newsletter.

The meeting adjourned at 9:00 pm.

Respectfully submitted,

David Krasnow
Secretary