

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
APRIL 17, 2008**

Presiding: David Krasnow, President

Board Members Present: Rita Bastien, Vice President
Denise Wood, Secretary
Margie Keenan, Treasurer
Rob Jones, Member at Large
Hall Skeen, Member at Large

Weststar Management Present: Tracy Mulvihill, Kevin Hayutin

Resident Present: Owner, #802

OPEN FORUM

The owner of Unit #802 expressed concern regarding how wall damage repair was being handled in her Unit. The board has agreed to take under consideration the situation and respond accordingly.

BOARD MEETING

Mr. Krasnow called the meeting to order at 6:30 p.m.

MOTION: A motion was made, seconded and unanimously passed to approve the minutes of the meeting of March 20, 2008 as amended.

FINANCIAL STATEMENTS

Ms. Keenan reported that the HOA drew on its line of credit in March. Interest payments are due monthly; principal must be repaid within a year. Insurance was budgeted for April and the check was cut in March, generating the misleading appearance of an overbudget situation.

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

REVIEW OF DELINQUENCY REPORTS

Delinquencies were reviewed and there was a discussion about how delinquency dues are accounted for.

OLD BUSINESS

Chiller Project

Today was planned to be commissioning day, but there were some minor delays which are being addressed. The final walk-thru will take place on April 18 to create the final punch list. We need to engage a new company to provide tower water maintenance (and a pump). The electrical inspection was completed satisfactorily. Next are city mechanical inspections which will be scheduled shortly.

Garage Cleaning

Power washing & striping will proceed as scheduled.

Pool Leak Repair

Terry Foulke (of Bournengineering) recommends we hire a pool contractor to evaluate the pool – Ms. Mulvihill has used Front Range Recreation (Jaylene Jones). Terry will be happy to talk to her as part of that evaluation as necessary.

Maintenance & Building Inspection

Maintenance checklists were reviewed. The new form is a work in progress. James can now begin the work inside using his discretion (basement painting, etc.). It was agreed that James should have discretion to spend up to \$250 for maintenance supplies and expenses; above that amount requires consultation with the Board president.

NEW BUSINESS

Bicycle Parking

It was suggested we send out bicycle space notices again.

Elevator Retrofit Upgrade

Mr. Skeen reported on a meeting with John Tripp of Otis Elevator. It will cost approximately \$5,000 to provide key locking-open capability on each floor. The Elevoice feature is ADA-required, not code-required. Elevoice software can be turned on and off at any time. The passenger elevator (elevator #2) will be the first one put out of service for retrofitting. The decision to not refinish the stainless steel until after the project is complete was reiterated.

Reserve Study

Meetings were set up to review and prioritize.

Correspondence

Our building was not selected to participate in the city recycling test project. Christa will put up a notice to that effect.

Bids & Proposals

The Willie Bzzz August, 2007 bid to fix the stucco in the Humboldt parking ramp is still valid. Christa will be asked to schedule the work.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Denise Wood
Secretary