

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
May 15, 2008**

Presiding: David Krasnow – President
Board Members Present: Rita Bastien, Rob Jones, Margie Keenan, Hall Skeen
Weststar Mgt Present: Tracy Mulvihill, James Bussell.

OPEN FORUM

No Unit Owners were present

MEETING START – 6:33 pm

Motion (Meeting Minutes) - April Minutes were approved as amended.

Motion (Financial Statements) - April Financial Statements were approved.

Pool Leak Repair – Both Mr. Skeen & Mr. Bussell reported on the progress of repairing the pool leaks. A systematic approach by adjusting the water levels in the pool might help determine the source of the leaks. The water level was raised above the gutters while American Leak Detection was present in which no new leaks were found. The water level was gradually lowered in which indications are that the existing leaks are isolated to the deep end of the pool. The Board recommended that three bids to further refine the pool repair be obtained.

OTIS Elevator Retrofit – Mr. Skeen reported that we are waiting on OTIS to provide a firm quote on the requested change order options, provide the name of the Project Manager, and assist in scheduling a meeting with the 3rd party construction company. A notice will also be sent out to all residents advising of the pending project with an estimated start date.

Maintenance Chart – The newly revised maintenance chart was reviewed in detail and revisions were made accordingly. One new item was to replace the current signs at each parking spot on the Humboldt Street lot with numbered metal signs.

Chiller Project – Mr. Jones reported that a punch list was provided to Western Building by Mr. Prill of CICM. As of this date, the punch list has not been completed and the Retention Funds have not yet been paid. We are also awaiting the inspection by the Fire Dept to officially close out all project activity. The final invoice from Mr. Prill has not yet been submitted.

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
May 15, 2008**

Reserve Study – Proposal updates for the Humboldt Street Garage and the North Garage will not be available until the first week of June.

Newsletter Items – Various newsletter topics were discussed for the upcoming issue.

MEETING ADJOURNMENT – 10:00 pm

Respectfully Submitted,

Rob Jones; Member-at-Large