

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
AUGUST 21, 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

CTW Staff Present: James Bussell

OPEN FORUM

No Unit Owners were present.

BOARD MEETING

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

Mr. Bussell provided an update on building maintenance projects.

Booster Pump: We received two bids on booster pump to quiet the rattling in the domestic water system. The bid from C&I Mechanical is much less than the other. Mr. Bussell will check that the valves are identical, wait for a third bid, communicate with the board and then we will decide.

Chiller/Boiler: Discussion of adding an isolation valve to allow James to drain either the chiller or boiler without having to drain the other one. It was decided to table this until next summer when we get the new boiler, so all the work can be done at the same time.

Preventive maintenance for boiler and chiller: Reviewed bids, decided to do chiller maintenance on a time and materials basis for this year. In consideration of replacing the boiler next summer, Mr. Bussell will find out the cost of brushing the burners only for the boiler.

Service contract for the chiller: Essentially this is an extended warranty. Mr. Hayutin will sort through the Carrier proposal, call the mechanical engineer, and help us evaluate whether to act on an extended warranty or not.

Energy Savings: Mr. Bussell and Mr. Hayutin have been evaluating and trying out different kinds of light bulbs, all of which are energy-efficient and long-life bulbs. There is a small supply of old-style incandescent bulbs. When they are used up, we'll get the curly-style ones for the basement areas. Mrs. Mulvihill will speak to Metropolitan Building Maintenance about the products they use.

Painting the exterior – the board was presented with a Chinese menu of options, including descriptive photographs, from which we can make a decision. The decision will be deferred until a few more questions are answered. Jim Gardner (Apartment Exteriors, Inc.) can still do this project in September if we act soon.

Cooling and pump issues in Units 1503 and 1506. James and Kevin will investigate what an appropriate fix for those problems is.

Bats: It was determined that the HOA is not responsible for further amelioration of bat issues on the 15th floor.

MOTION: A motion was made, seconded and unanimously passed to approve the minutes of the meetings of July 17, 2008, as amended and of August 11, 2008, as submitted.

FINANCIAL STATEMENTS

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

REVIEW OF DELINQUENCY REPORTS

Delinquencies were reviewed with general discussion. Weststar was instructed to work with the attorney to set up a receiver to deal with the delinquency problem.

OLD BUSINESS

Pool Leak Repair – Still waiting for a bid from Neptune Pools. Further investigation will take place once that bid is received.

“Pending” Maintenance Chart – Projects are being completed promptly. Christa will arrange with King Kong to clean the pool house windows.

NEW BUSINESS

Otis Elevator – Mr. Skeen is staying in touch with Otis to manage the project and will give us updates.

CityWide Bank Loan – The loan will close on Monday, August 25. Two owners have requested a meeting to explain the Capital Spending/Funding Plan: Units 401 and 1403. Arrangements will be made to meet with them.

Expansion Joint Repair – Payment will be mailed to Trautman & Shreve. Repairs will be completed in Unit 706.

Maintenance Checklist Items – see above

Donation in memory of Jack – A donation will be made to a charity in memory of Jack Weil.

Community Bulletin Boards – There will be no size rules; items should be dated and removed in a timely fashion.

Kaiser Rebates – When a rebate arrives, a decision will be made as to how to distribute it.

Video Cameras – Our system is maxed out and cameras are being used appropriately. Further discussion tabled.

Doors – One bid was received for installing sweeps on the front doors, another will be requested. The closer device on the back door broke and was replaced.

MOTION: A motion was made, seconded and unanimously passed to accept the proposal from BornEngineering dated June 19, 2008, for \$15,300 to be funded from the construction loan. This is to

complete Site Observation Services and Report in connection with our garage/parking decks projects detailed in the Capital Spending/Funding Plan.

Alternative Floor Coverings – Unit Owner #601 requests the opportunity to give a presentation regarding installing hard floors. Discussion deferred to next meeting.

CTW Annual Summer Deck Party – 21 reservations so far, plus Mr. Bussell who will be grilling.

Recycling program – discussion to be deferred.

The meeting adjourned at 9:55 p.m.

Respectfully submitted,

Denise Wood
Secretary