

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
May 20, 2010**

Presiding: Margie Keenan, President

Board members present: Hall Skeen, Vice President
Elspeth MacHattie, Secretary
Denise Wood, Member at Large
Donna Bryant, Member at Large

Weststar Management present: Kevin Hayutin

Open Forum: The Owners from Unit 205 were present to discuss their interest in wood flooring. The Owner from Unit 406 was present to discuss the water leaking into his parking space in the 12th Avenue garage. Mr. Hyutin and Mr. Bussell will work with Douglas Roofing to address this situation. The Owner from Unit 506 was present to ask about plants on balconies.

Margie Keenan called the meeting to order at 6:50 p.m.

REVIEW AND APPROVAL OF BOARD MEETING MINUTES

MOTION. A motion was made, seconded, and unanimously passed to approve the minutes of the meeting of April 15, 2010, as written.

MOTION. A motion was made, seconded, and unanimously passed to approve the minutes of the special meeting of May 3, 2010, as written.

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS

MOTION. A motion was made, seconded, and unanimously passed to approve the April 2010 financial statements.

Energy budget. It was noted that our energy expenditures are below budget for the year so far. The new boiler is more efficient and that may be one factor.

REVIEW OF DELINQUENCY STATEMENTS

Current delinquencies were discussed.

MISCELLANEOUS STATUS REPORTS

Notes to Future Boards. A note on maintenance of the steam generator in the steam room will be added to these notes following an incident in which the generator was running all night due to a defective switch. Also, the note about the roof warranty will be revised to make it clearer that the warranty needs to be renewed in January of 2019.

OLD BUSINESS

Rules & regulations review. Discussion of the revision of the CTW Rules and Regulations continued.

Pool resurfacing project update. The new drain cover is in place and the only work remaining to be done is to vacuum the pool to remove some loose sand.

Tree maintenance. The Board decided to split the pruning work between the two companies who submitted bids, in order to get the different types of pruning needed by different trees.

Elevator inspection follow-up. We have a bid for these required inspections from one company. CTW is being asked to sign a five-year contract for this work. The Board will get additional bids from other city-approved contractors in order to compare costs.

Unit 204 update. The lease on Unit 204 has been renewed at \$1,100 a month.

NEW BUSINESS

Pool glass. The Board discussed the possibility of improving the appearance of the pool area now that the pool itself is looking so splendid. Some of the double-paned glass doors around the pool are in poor condition owing to condensation between the panes. Just for our information at this time, Mr. Hyutin will get a bid on what it would cost to replace the worst of this glass.

Carpet and upholstery cleaning. CTW received two bids for this work, and the Board agreed to accept the bid from RMR; we have had good results from this company in the past.

CORRESPONDENCE

Carpet cleaning. Ms. Keenan will respond to a letter from an Owner about the need for carpet cleaning.

Wood floors in units. Discussion of this issue has been postponed pending further study.

CTW construction draw account. Citywide Banks has closed this account at CTW's request.

Insurance premiums. Following an agreement between Kaiser Permanente and the Colorado Division of Insurance, Kaiser Permanente is refunding to CTW a portion of the health insurance premiums paid for staff.

BIDS AND PROPOSALS

Please see the previous discussions of carpet and upholstery cleaning, tree maintenance, and elevator inspection follow-up.

ADJOURNMENT

The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Elspeth MacHattie,
Secretary