

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
November 18, 2010**

Presiding: Hall Skeen, Vice President

Board members present: Barbara Creek, Treasurer
Elspeth MacHattie, Secretary
Denise Wood, Member at Large
Donna Bryant, Member at Large

Weststar Management present: Kevin Hayutin

CTW staff present: James Bussell

Open Forum: No owners were present.

Hall Skeen called the meeting to order at 6:46 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 October 21, 2010, as written.

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS

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

REVIEW OF DELINQUENCY STATEMENT

Current delinquencies were discussed.

MISCELLANEOUS STATUS REPORTS

James' pending items list. A cart bumper has been installed to protect the wall at the south end of the basement hallway.

Vendor contracts. The Board has decided to add notification dates to the vendor contracts list. Currently the list shows the expiration/renewal date for each contract and the number of days in advance that a notification of termination must be given, but not the actual notification date.

OLD BUSINESS

Rules & Regulations review. We are very close to the end of this process of updating and clarifying and, in a few instances, ensuring that the Rules are in line with current city ordinances and also with state HOA requirements. We will start with Section 7 at the December meeting.

Deck repair/replacement project. Phil Lykosh, the engineer overseeing this project will attend the next meeting to discuss his findings on the current condition of the deck and his suggestions for resolving the water leakage problem.

Security system upgrade. Except for one camera that is on order, the security system upgrade has been completed and is up and running.

Phone system upgrade. The CTW office phone system upgrade has been completed.

NEW BUSINESS

Annual meeting date. The Board has set a tentative date of Tuesday, January 27, 2011, for the CTW Annual Meeting.

Second floor hall carpet. The Board decided not to replace the second floor carpet at this time, owing to the expense (nearly \$1,300) and the fact that carpet cleaning seems to be doing a reasonable job of stain removal.

Basement double doors in Humboldt St. garage—possible replacement. Parts of these doors are bent, so the doors present a security risk because they are not latching properly. The Board has received a bid from Overhead Door Company of Denver to replace these doors. **MOTION.** A motion was made, seconded, and unanimously passed to accept the bid from Overhead Door Company of Denver, Inc., to replace the double doors between the Humboldt St. garage and the basement with new doors meeting the specs recommended by James Bussell, for a cost of \$1,336, to be taken from the Reserve account.

CORRESPONDENCE

Request for Wi-Fi in the Community Room. A Resident asked whether CTW could supply Wi-Fi in the Community Room. Because this would involve installing a second router just for this use and Quest might require CTW to switch its current phone and Internet plan to a more expensive commercial plan, the Board has decided not to offer Wi-Fi in the Community Room at the current time.

BIDS AND PROPOSALS

Basement double doors in Humboldt St. garage. Please see the discussion of this bid under New Business.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Elspeth MacHattie,
Secretary