

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
February 17, 2011**

Presiding: Margie Keenan, President

Board members present: Denise Woods, Vice President
Barbara Creek, Treasurer
Elspeth MacHattie, Secretary
Donna Bryant, Member at Large
Hall Skeen, Member at Large

Weststar Management present: (None)

Open Forum: The Owner of Unit 601 was present to discuss a problem with fire alarm audibility throughout the building.

Ms. Keenan called the meeting to order at 6:40 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 January 20, 2011, as written.

MOTION. A motion was made, seconded, and unanimously passed to approve the minutes of the special meeting of January 27, 2011, as written.

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS

MOTION. A motion was made, seconded, and unanimously passed to approve the January 2011 financial statements.

REVIEW OF DELINQUENCY STATEMENT

Current delinquencies were discussed.

MISCELLANEOUS STATUS REPORTS

CTW project maintenance calendar. (1) Repainting is in progress in the basement and also touch-up painting in the building hallways. (2) The pipe that supplies water for the fire sprinkler system broke, and loss of pressure in the sprinkler system was what caused the fire alarm to go off at night earlier this month. A replacement pipe has been ordered but has to come from New York. (3) Timely snow removal has continued to be an issue in late January and early February. We may need to consider hiring a service.

OLD BUSINESS

Rules & regulations review. Only the bike rack rule remains to be resolved.

Deck repair/replacement project—landscape architect update. A landscape architect is coming to take an initial look at our options for the deck project. Issues are appearance, functionality, and accessibility.

Trash contract. The board voted to accept a bid from South Waste Collection, Inc., to provide trash services at a cost of \$1,000 per month. This is somewhat more than our current trash service costs, but we will get more very desirable services, including trash pickup 7 days a week and recycling service 2 days a week (we will need to find a good location for recycling bins).

NEW BUSINESS

Employee health insurance renewal. The premiums for employee health insurance are rising considerably. The Board is considering whether choosing a different plan would be feasible.

Laundry room prices. MacGray Intelligent Laundry Systems notified CTW of a price increase it intended to make and was reminded that our contract requires CTW's consent to any increase. Prices will remain the same for now.

Automated calling system. The Board discussed the features of an automated calling system, provided by One Call Now, that is being used by another condominium building on Cheesman Park, and the Board agreed to buy this service, for about \$300 a year. Visit onecallnow.com if you would like more information about the capabilities of this system, which can call many numbers simultaneously with a recorded message, and which we could use to give residents timely information about water shut-offs, power outages, and other building issues.

Fire, life, and safety planning.

- **CTW emergency plan.** The existing CTW emergency plan needs updating and this will be done soon.
- **Building safety meeting.** Community Resource Officer Mark Jacobson will discuss neighborhood safety issues on Monday, March 7, in the Party Room at a time to be announced.

BIDS AND PROPOSALS

Please see the discussion of the new trash service, under Old Business, above.

ADJOURNMENT

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Elsbeth MacHattie,
Secretary