

**CHEESMAN TOWER WEST  
BOARD MEETING MINUTES  
September 22, 2011**

**Presiding:** Margie Keenan, President

**Board members present:** Denise Wood, Vice President  
Barbara Creek, Treasurer  
Elspeth MacHattie, Secretary  
Hall Skeen, Member at Large

**Weststar Management present:** Kevin Hayutin

**Open Forum:** No Owners were present.

Margie Keenan called the meeting to order at 6:38 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 August 18, 2011, as amended.

**MOTION.** A motion was made, seconded, and unanimously passed to approve the minutes of the special meeting of August 31, 2011, as amended.

**REVIEW AND APPROVAL OF FINANCIAL STATEMENTS**

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

**REVIEW OF DELINQUENCY STATEMENT**

Current delinquencies were discussed. The Board is happy to be able to report that delinquencies remain at an extremely low level.

**OLD BUSINESS**

**Progress on second landscape architect bid.** Mr. Hayutin has located a landscape architect who appears qualified to do the work we need and who is also willing to take on this relatively small project. The Board will meet with her when we begin active preparation for the Patio Deck waterproofing project scheduled for 2012.

**Update on exterior painting of 3rd and 4th floors.** Exterior Painting Plus plans to start this painting and repair project, which will affect all the 3rd and 4th floor balconies, in mid-October.

**Update on Emergency Action Plan draft.** The Board will hold a special meeting on October 5, 2011, to review the plan one more time.

**NEW BUSINESS**

**Review of Patio Deck survey results.** More than half of CTW Residents responded to the Board's survey, providing thoughtful and practical information and ideas about what changes should (and should not) be considered to make the Patio Deck more useful and attractive. The Board is grateful that so many people took the time to do some serious thinking about this project, and we will be drawing on this information when talking with the landscape architect chosen for the Deck repair project.

**Scheduling of Pool tile surface repairs.** The pool will be closed from approximately October 14 to October 28 for replacement of some tiles and for grouting and resealing the tile. Exact dates will be posted on the bulletin boards.

**Discussion of pipe maintenance philosophy.** The current view of the Board, CTW maintenance staff, and our management company is that given the age of this building's plumbing, regular preventive maintenance (snaking) of the main water pipes would be likely to cause more problems than it corrects. These potential problems relate to Association liability, to having to enter individual units in order to snake the mainline plumbing, and to the possibility of damage (such as punctures) to unit or building pipes and traps. After discussing these issues, the Board decided to continue its investigation of maintenance options.

**Replacement of water storage tank.** The Board has received bids for a new 115-gallon water storage tank from Excel Plumbing and Heating (for \$2,575) and from C & I Mechanical (for \$3,494 or \$5,506, depending on the tank chosen). These bids include installation of the new tank and removal of the old tank. **MOTION.** A motion was made, seconded, and unanimously passed to accept the bid from Excel Plumbing and Heating for the purchase and installation of a water storage tank for \$2,575, to be taken from the Reserve fund.

#### **BIDS AND PROPOSALS**

**New water storage tank.** Please see the discussion of water tank replacement under “New Business,” above.

#### **ADJOURNMENT**

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Elspeth MacHattie,  
Secretary