

**CHEESMAN TOWER WEST
BOARD MEETING MINUTES
October 20, 2011**

Presiding: Margie Keenan, President

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

Weststar Management present: Kevin Hayutin

Open Forum: The Owner from Unit 606 was present.

Margie Keenan called the meeting to order at 6:35 p.m.

DISCUSSION OF FHA CERTIFICATION

FHA certification. CTW's FHA certification was allowed to lapse a couple of years ago when the requirements for certification became more stringent. If CTW had this certification it would allow potential buyers of CTW units to apply for FHA loans and also allow Owners who wish to refinance their units or take out reverse mortgages to apply for FHA financing. Unit Owner and Realtor Bob Chase was present at the Board's invitation to discuss the value of getting FHA certification for Cheesman Tower West. In brief, Mr. Chase thought that given the price range for CTW units and the current state of the economy, the option of getting an FHA loan (and a lower downpayment) could make a difference in the marketability of CTW units. The Board agreed to look further into the possibility of applying for certification. The Board will get specific information about what the Association would have to do meet current FHA requirements.

REVIEW AND APPROVAL OF BOARD MEETING MINUTES

MOTION. A motion was made, seconded, and unanimously passed to approve the minutes of the meeting of September 22, 2011, as amended.

MOTION. A motion was made, seconded, and unanimously passed to approve the minutes of the special meeting of October 5, 2011, as written.

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS

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

REVIEW OF DELINQUENCY STATEMENT

Current delinquencies were discussed.

MISCELLANEOUS STATUS REPORTS

New water storage tank. CTW's new 115-gallon water storage tank will not be installed until November because the plumber who is supplying and installing it is recuperating from an injury.

OLD BUSINESS

Progress on deck repair/replacement project. The Board discussed the timing of this project and whether it might be preferable to do it in the fall of 2012 rather than the spring. The Board will meet again soon with Phil Lykosh, whose company will design and oversee the project, to discuss his availability during 2012 and to ask further questions about the planning and work processes.

Update on Emergency Action Plan draft. The Board is planning to hold meetings in February or March (assuming we have Fire Department approval of our emergency plan by then) to go over the plan with CTW residents, answer any questions, and ensure that everyone is well informed about appropriate actions to take in various kinds of emergencies.

Update on Pool tile surface repair. The pool repair is almost done. Some stains have been found that won't come off. Some of the cracks found when the pool was resurfaced seem to be visible again and may need attention.

Continued discussion of pipe maintenance philosophy. Mr. Hyutin will get a bid for a camera inspection of at least one of the main drain pipes; this might give the Board more information about the state of the building's plumbing.

Power outages and the building front door. When the power goes out, the magnetic locking system on the front door does not work. The city building department will not allow CTW to use the battery backup system that was installed along with this magnetic locking system and that would provide power for the door during a power outage (the department's concern is apparently that the backup system might prevent the door from being opened from the inside as well as the outside, although this has never happened when the regular power supply is on). The Board will look into making an arrangement with a security company to provide a night guard for the door when the power is out.

NEW BUSINESS

Replacement of emergency signs. CTW is getting a new emergency signs to be posted near the elevators. In addition to telling us to use the stairs in case of fire, they will display a map showing where the stairwells are located, information that visitors and newcomers might need.

Lobby floor tile deep cleaning. The Board discussed a bid from Luxury Enterprises Inc. to deep clean and seal the tile in the lobby at a cost of \$1,300. However, a short time ago the Board asked the maintenance company responsible for the cleaning of the common areas to stop supplying an oily floor cleaner for use in the lobby and to supply Spic and Span instead. The new cleaner seems to be working to remove the dark coating left by the previous cleaner. The Board decided that additional cleaning is not needed at the present time.

BIDS AND PROPOSALS

Bid from Luxury Enterprises Inc. for cleaning and sealing the tile in the lobby. Please see the discussion of this bid under "New Business," above.

ADJOURNMENT

The meeting adjourned at 9:01 p.m.

Respectfully submitted,

Elspeth MacHattie,
Secretary