

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

Presiding: Margie Keenan, President

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

Weststar Management present: Kevin Hayutin

Margie Keenan called the meeting to order at 6:35 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 20, 2011, as written.

REVIEW AND APPROVAL OF FINANCIAL STATEMENTS

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

REVIEW OF DELINQUENCY STATEMENT

Current delinquencies were discussed.

OLD BUSINESS

Progress on deck repair/replacement project and meeting with engineer. The Board will meet with project engineer Phil Lykosh on Monday, December 5, at 6:30 p.m., to discuss options for scheduling this project in either the spring or the fall of 2012 and a number of design issues.

Update on exterior painting of the 3rd and 4th floors. Work has begun on replacing rusted panel brackets.

Update on Emergency Action Plan draft. The CTW Emergency Action Plan was submitted on October 31, 2011, to the Fire Prevention Division of the Denver Fire Dept. for review (there are 50 plans to be reviewed ahead of ours). The Board also discussed having the Fire Department give a training session to staff.

Update on Pool surface repair. The repairs to the pool tile and grout are complete. Some cracks observed when the pool was empty are superficial and the pool is not leaking.

Continued discussion of pipe maintenance. The Board has received a bid from Mr. Rooter Plumbing Company for installing five cleanout access points on one stack (drain mainline), HydroScrubbing that stack, and then conducting a camera inspection at a cost of \$4,030. However, this building has 16 stacks, so even if this pilot effort appeared to clear the stack of material that might lead to clogs and did not damage the pipe, the cost to install access points and clean all the stacks would be \$64,480 (subsequent cleanings would cost approximately \$22,080). In addition to the high expense, there is no guarantee that this process would prevent all clogs and all instances of water backing up and overflowing in Residents' Units. The Board will continue to research this issue.

NEW BUSINESS

Holiday party. Preparations and food for this annual CTW party were discussed.

New emergency signs. Denver Custom Signs has submitted an estimate of costs for etched glass emergency signs that will show the location of the stairs on each floor. The company has been asked to provide estimates for signage in another material, so that the Board can compare costs.

BIDS AND PROPOSALS

Bid from Mr. Rooter Plumbing Company for cleaning pipe stacks. Please see the discussion of this bid under “Old Business,” above.

Estimate from Denver Custom Signs for new emergency signs. Please see the discussion of this estimate under “New Business,” above.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Elspeth MacHattie,
Secretary