

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

MAY 21, 2015

MINUTES

I. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Cheesman Tower West Condominium Association, Inc. was held on May 21, 2015 and called to order at 4:00 pm in the Cheesman Tower West Lounge, located at 1200 Humboldt St., Denver, CO. Board members present were Rita Bastien, Mary Ellen Bayko, Doug Beekman, Hall Skeen and Barbara Wagner. Board Member Jean Reardon was not in attendance. Jean Ronald, CMCA, AMS was present representing Weststar Management Corp.

II. OWNER FORUM

Owners Margie Keenan and Barbara Creek were present for the preliminary budget presentation.

III. APPROVAL OF MINUTES

A motion made by Barbara Wagner was seconded by Doug Beekman approving the April 16, 2015 Board Meeting minutes as presented for the records. All Board members present voted in favor and the motion passed. This set of minutes will be posted on the Association's website.

IV. FINANCIAL BUSINESS

Monthly Financials – The April 30, 2015 Financials were reviewed in detail by Treasurer Doug Beekman. The April Financials were accepted by the Board for the records.

Review of April 2015 Delinquency Statement – The aging report was reviewed and discussed.

Proposed Budget Preparation for Fiscal Year August 1, 2015 through July 31, 2016 – Doug Beekman presented preliminary numbers for the proposed budget 2015/2016. Doug Beekman announced that with the upcoming deck project plans and the need for a special assessment, the Board does not plan to increase the monthly assessment levels this year.

For budget purposes, a motion was made by Hall Skeen and seconded by Doug Beekman to increase the guest room charge from \$55.00 to \$60.00 a night, and off street parking rental charges for new parking space renters, from \$55.00 to \$65.00 monthly. These charges will take effect starting August 1, 2015 for the 2015/2016 fiscal year forward. All Board members present voted in favor and the motion passed.

V. REPORTS

Monthly Maintenance report April 9, 2015 – May 14, 2015 – The Monthly Maintenance report was reviewed for the record.

Call/Office Visit Log – The monthly log was presented for review.

CTW Project Maintenance Calendar 2015 – The Board reviewed the updated maintenance calendar for April and May tasks.

VI. OLD BUSINESS

Deck Project – The Board continues to dedicate a considerable amount of time meeting contractors, researching and finalizing the Deck Project details. The Board is narrowing down the contractors, while working on pricing. It was stated that the decision on partial funding of the project from the operating account and the presentation of a special assessment will be provided not later than the end of June.

Natural Gas Contract – Following a presentation by Doug Beekman, a motion was made by Barbara Wagner and seconded by Hall Skeen to approve the two year natural gas sales agreement with Continuum Energy beginning August 1, 2015. All Board members present voted in favor and the motion carried.

Plumbing Invoices – Following discussion on aging plumbing and recent repairs at #401, #701 and #1101, and a meeting with Quality First Plumbing, the Board requested advice from the Association's legal counsel on the adoption of a plumbing policy to address the aging plumbing issues. The three units will be notified in writing, stating that the plumbing bills are under consideration.

Insulation Installation – Work to replace the failing insulation along the chiller line servicing the 06 stack was completed successfully.

VII. NEW BUSINESS

Comcast Agreement – A motion was made by Hall Skeen and seconded by Barbara Wagner approving the renewal Comcast Agreement for a ten year period with compensation of \$4,320.00 to Cheesman Tower West. All Board members present voted in favor and the motion passed.

June Spring 2015 Newsletter Edition – The draft newsletter was presented for review. A request was made place an article on sharing the laundry areas, noting rules and tips for laundry use.

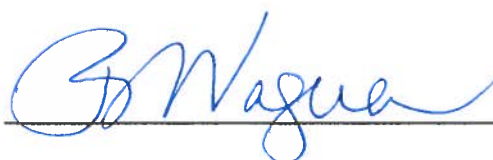
Other – A parking rental agreement will be drafted.

VIII. CORRESPONDENCE

Association correspondence was reviewed. Another violation letter was requested regarding the use of a large propane tank.

IX. ADJOURNMENT – There being no further business, a motion was made and seconded to adjourn the meeting at 7:10 pm. Next Board Meeting is scheduled for June 22, 2015.

Approved by



date 06/05/15