

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

AUGUST 20, 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 August 20, 2015 and called to order at 4:10 pm in the Cheesman Tower West Lounge, located at 1200 Humboldt St., Denver, CO. Board members present were Rita Bastien, Doug Beekman, Jean Reardon, Hall Skeen and Barbara Wagner. Jean Ronald, CMCA, AMS was present representing Weststar Management Corp.

II. OWNER FORUM

Owners Denise Wengler (102), Jay Chetney (802), Brad Cameron (1203), and Elaine Roberts (306) were present. Elaine Roberts requested that the Board consider trimming the Oak tree soon to encroach her unit #306. Brad Cameron expressed his concern regarding the removal of the lock on the east door of the mailroom. Denise Wengler conveyed her concern regarding Exhibit A from the Declaration and the calculation of assessments. Jay Chetney presented a bid from Rushton Tree Service for the removal of the Fir tree and suggestions and budget questions for refurbishing the landscaping once the deck project is complete.

III. APPROVAL OF MINUTES

Following the review of the July 31, 2015 Board Meeting minutes and corrections noted, a motion was made by Barbara Wagner was seconded by Jean Reardon to approve the July minutes 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

July 31, 2015 Financial Statement

Doug Beekman reviewed the July 31, 2015 Financials in detail. Board members accepted the July 2015 Financials for the record.

Review of Delinquency Statement

The July 31, 2015 delinquency report was reviewed. A motion was made by Doug Beekman and seconded by Barbara Wagner to levy the \$400 fine to Unit#203 following the short term lease violation. All Board members present voted in favor and the motion passed.

Special Assessment Collection Report

The aged receivables spreadsheet prepared exclusively for the receipt of Deck Project Special Assessments was reviewed. It was reported that seven (7) units reflect a second installment to be paid September 1, 2015 and three (3) units are due the full assessment. Late fee letters will be sent and late fees will be applied accordingly. One account was not paid in full and a letter will be sent reflecting the balance due.

Bank Loan Refinance – Update

Mutual of Omaha Bank (Community Association Bank) informs that within 42 to 78 hours the Association should receive news on the closing for the loan refinance.

V. REPORTS

Monthly Maintenance report July 9, 2015 – August 13, 2015 – The Monthly Maintenance report was reviewed for the record along with the Maintenance Calendar 2015.

VI. OLD BUSINESS

Elevator Inspection and Certification Services – A motion was made by Barbara Wagner and seconded by Doug Beekman approving the five year periodic inspection agreement with Elevator Inspection and Certification Services Inc. for the period than commenced July 2015 through July 2020 for annual inspections of the two traction elevators at a yearly cost of \$200.00 each, and the five year inspection at a cost of \$500.00 each. All Board members present voted in favor and the motion carried. .

Deck Project Updates – A motion was made by Doug Beekman and seconded by Hall Skeen ratifying the Board's email vote to proceed with Change Estimate NO.#1 in the amount of \$12,631.12 to cover the purchase and shipping of replacement pavers. All Board members present voted in favor and the motion passed. Doug Beekman presented lighting options presented by Reconstruction Experts and reviewed items noted on the construction site. It was also stated that Reconstruction Experts is currently waiting for the building permit from the City of Denver.

Landscaping Issues – The proposal presented by Jay Chetney for the removal of the Fir tree From Rushton Tree Service was reviewed. A motion was made by Barbara Wagner and seconded by Jean Reardon approving the proposal in the amount of \$540 (including stump grinding). All Board members voted in favor. It was the general consensus of the Board to include trimming of the Oak tree also in spring of 2016 as requested earlier in the meeting.

Plumbing Responsibility - The Board will continue to discuss this subject at a future meeting. Currently it is the general consensus of the Board to develop a policy whereas the association carries the responsibility of plumbing within the walls up to the main stacks, due to the age and design of the plumbing. A draft policy will be presented.

VII. NEW BUSINESS

Paint for Open Balcony Railings – The Board discussed the possibility of supplying paint to owners who plan to paint open balcony railings.

Open Balcony Ceiling Repair – It was the general consensus of the Board to send a flyer to all residents, requesting those with open balconies who are experiencing peeling/failing of the ceiling textured finish to include their name and unit by September 18th on a list to be made available at the building office. This will allow the contractor to provide an estimate for multiple jobs at a bulk price.

Emergency Action Plan – The updated draft of the Emergency Action Plan was approved. The plan will be dated September 1, 2015 and placed on the website. Residents will be informed that the updated Emergency Action Plan is available and where it can be found.
September Summer 2015 Newsletter Edition – The draft September Summer 2015 Newsletter was reviewed, corrections made and approved for distribution.

VIII. CORRESPONDENCE

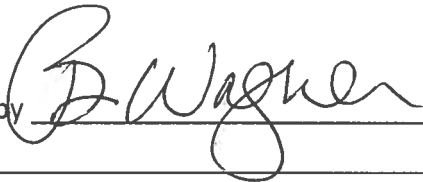
Correspondence was reviewed. A letter will be sent to owner Denise Wengler thanking her for her suggestions and requesting that she direct her response to Attorney Myra Lansky in order to provide legal guidance to the Board if needed.

IX. EXECUTIVE SESSION

The Board entered into executive session to discuss on site staff.

X. ADJOURNMENT – There being no further business, a motion was made and seconded to adjourn the meeting at 7:00 pm. Next Board Meeting is scheduled for Wednesday, September 16, 2015 at 4:00 pm.

Approved by



date

9/16/15