

PARK WASHINGTON CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING

DECEMBER 12, 2012

MINUTES

PRESENT: Dan Serafin, Chuck Drake, Jeff Amsler, Andy Wilkens, Brenda Henry, and Pat Fullmer by Telephone.

CALL TO ORDER:

The Board of Directors meeting was called to order at 6:30 p.m. A quorum was established.

HOMEOWNERS FORUM:

A question was asked if dues could be paid online through the Weststar web site. Nikki explained that they can be but there is a fee to do so.

APPROVAL OF MINUTES:

It was moved by Chuck Drake and seconded by Brenda Henry to approve the November 14, 2012 meeting minutes as presented. Motion carried unanimously.

FINANCIAL REPORT:

Chuck Drake reviewed the November financials with the Board. Chuck stated that he is happy with the financials and the format of them. Several line items were discussed by Chuck pointing out variance to budget either favorable or unfavorable.

OLD BUSINESS:

Basement and Sub Basement Bid:

A bid from StefcO, Inc. was reviewed. The Board requested that Nikki solicit another bid for price comparison and present at the next meeting.

Basement Garage Door:

Nikki stated she will be meeting with Colorado Garage Door to get bids for repairing the door as well as the door in the sub basement and to make sure all mechanical parts are working as they should.

HVAC Contract:

Major Heating and Air has stated they will provide the Association with a new one year contract. Nikki is still waiting on the contract from them.

Elevator Service Contract:

Dan Serafin reported that he spoke with a representative from ThyssenKrupp Elevator and they agreed to lower the contract rate in order to keep the business. It was also agreed that they would change the time that the door stays open by a few seconds as this will avoid as many call backs for service due to the door being held open and causing it to trip and malfunction. A discussion was also held on all of the

service charges and they agreed to put the property on a plan called 24/7 Platinum Coverage which is much more inclusive and will save the Association money in services charges, trip charges, etc.

NEW BUSINESS:

Lighting Maintenance:

The Board reviewed a bid from Jim Scharper of Scharper Reflections to walk the building each month and replace lights that are burned out, etc. Jim will also do minor maintenance items for a total cost of \$175 per month plus supplies. It was moved by Chuck Drake and seconded by Brenda Henry to approve his bid. Motion carried unanimously. Nikki will request a formal written contract from Jim for the Board to sign.

Emergency Lighting:

A bid from Piper Electric was reviewed but will need more clarification as items listed on the bid may not need to be replaced. The Board suggested asking Jim Scharper to also provide a bid.

Update Cintas Fire Protection Contract:

Cintas provided a new contract as their terms and conditions have changed and the Board signed the contract.

ADJOURNMENT:

There being no other business to come before the Board the meeting was adjourned for Executive Session to discuss a unit issue at 7:22 p.m.