

Parkway Towers Condominium Association

Homeowners Meeting December 18, 2007

Secretary/Recorder: David Auten

Record of Proceedings

Call to Order & Roll Call

- Called to order at 6:30 pm, November 20, 2007, by Scott Dube, Vice President
- Directors Present: Scott Dube; Vice President, Sue Dugan; Treasurer, David Auten; Secretary, Pat Kulp; Member at Large, Cecil Kalthoff, Member at Large. (Roger Lucas and Paulette Short not present)

Guest Speakers

Automatic Laundry – Chip

Presentation around replacing all washers and dryers with new front load washers and dryers. A number of benefits were discussed including; reduction in fire hazard, 30 day turn around on installing new machines, 50 percent reduction in water usage, servicing machines at no additional cost, supplying temporary replacements for existing machines that are down, possibly get a bid on the older machines, card reader to replace coins additional eight thousand dollars, and account and receipt method of collection with someone from Parkway present.

Choice Mechanical – John

John explained that there were possible situations with the building where we were not taken care of by Stewart Boyer as should have been and maybe charged for items that are not necessary. Mentioned a new system flush capability having done once a year and only need to shut the building down for one day. Reports would be created for all of the systems to show how they are running and possible need for changes to improve operation.

Home Owner's Forum

- 16th floor carpets are dirty – will be cleaned when Action completes work
- Equipment in the gym not functioning – we will be looking into replacing or repairing
- Committee for Rules and Regulations – David will be collecting volunteer names and putting together the group by the first week in January
- Garage very cold – Check into how the heat is being routed
- Floor in the garage dirty – needs to be cleaned, possible caused by the flood, Action clean?
- Doors in the garage locked? Why some locked and others not – Fire Marshall told us which doors needed to be unlocked all others are locked for safety reasons

Acceptance of Previous Meeting Minutes

Minutes accepted

Motion Made: Sue Dugan Second: Pat Kulp All present in favor

Acceptance of Previous Financials

Pending audit. In addition Arleta brought up a number of questions including: the insurance needs to be removed from the expenses and revenue and moved to the balance sheet, cash vs. accrual for insurance and the desire for a basic cash flow/revenue vs. expense sheet for all home owners to see each month. Del's check missed one month and doubled up in November. Del's payroll taxes were out of order.

Motion Made: David Auten Second: Cecil Kalthoff All present in favor

Contracts

Pool Contract:

Decided that all would review during the month and decide over email taking into consideration Pat Kulp voted for Perfect Pool and Cecil voted for Pool Shark

Motion Made: David Auten Second: Sue Dugan All present in favor

Additional Business

- Managers Unit - Unit still not rented. We will continue to attempt to rent the unit
- Car spaces in the garage and outside - Scott along with Del will attempt to find out which spaces are available and which are being rented

Items from the Board

- Concrete out front crumbling – this has been addressed with the repair of the leak

New Business

- Review of management contract by Roger – no change
- Approval of items via email – we will review a list of times discussed and approved over email at each following meeting, with copies being delivered to Pat
 - Motion : David Auten Second: Sue Dugan All present in Favor
- Boiler repair – Questions that we would like Choice to answer: Can it wait until Spring, When will they have the parts ready and what is the back up plan if the building is without heat overnight?
 - Motion: Sue Dugan Second: Pat Kulp All present in favor
- Sign Attorney Contract – We already agreed to sign last month

- Audit – Audit for 2006 will be combined with the 2007 audit since the current auditor has refused to go forward with the audit
 - Motion: Sue Dugan Second: David Auten All present in favor
- Qwest bill – Looking at consolidating and getting rid of one line in the office, removing services such as long distance from utilities lines and call waiting
 - Will follow up with Qwest to see if we can get a fax switch
 - Make decision via email
- Reserve Study – John Schneider has been researching getting a reserve study done and will get a few more bids
- Additional Items
 - Bids to reopen the sauna – Pat would call around for bids
 - Engineer look at the parking lot and roof
 - Clean out the storage in the basement – Scott
 - Signs in and around the building – review and put into the new rules

January and Annual Meeting

Meeting will be held on January 15th at 6pm

Annual meeting will be held on February 11th at 6:30 pm

Adjournment

No other business came before the board. Motion to adjourn at 9:10 pm
 Motion Made: Scott Dube Second: Sue Dugan All present in favor