

MINUTES
PARKWAY TOWERS HOME OWNERS ASSOCIATION

MEETING July 27, 2010

Record of Proceedings

Call to Order & Roll Call

- Called to order at 6:30pm, July 27, 2010 by Henry Meadows; President
- Directors present: Henry Meadows; President, Robert Boczkiewicz; Vice President, David Auten; Treasurer, Kathy Benham; Secretary, Tim Campion, Member at Large.
- Weststar – Elissa Conger and Ricardo
- Parkway Towers Manager: Cathe Mitchell
- Members present: John Thomas – 1407, Paul Giroux – 1504, Debra Hamon – 906, and Scott Anderson – 304, Pat Kulp – 1203, Cecil Kalthoff – 1106, Christopher Brown – 705, Jerry Bowers – 404.

Home Owner's Forum

- Sunshine Cleaning service also needs to clean the lint sock in the laundry rooms on each floor per their contract.
- Fire Procedures are being worked on by Cathe Mitchell and Robert Boczkiewicz. The fire department feels some rules are over kill and they will work with Parkway Towers.
- 1. Started "Fire Box" for emergency items to be stored in the cleaning room off the lobby elevators.
- 2. Started a list of mobility impaired residents who will need assistance in case of an emergency.
- 3. Need a list of three days food supplies for residents - Debra Hamon to give board a copy of the book.
- 4. Need reset book for power outages. Cathe Mitchell and Kathy Benham will complete.
- Cecil Kalthoff is disputing a plumber invoice sent to him. The repair was not in the common element and Cecil must pay for the repair.
- Weeds in west parking lot need to be pulled and sprayed. Cathe Mitchell will buy new weed killer and Kathy Benham will clear the weeds.
- Paul Giroux feels the front landscaping it's an eye sore.

Acceptance of Previous Meeting Minutes

- Few corrections to the June minutes. Kathy Benham will make changes and email all the updated copy.
- Motion made: David Auten; second: Tim Campion; all present in favor.

Acceptance of Previous Financials

- Approved the Pending Audit. - Motion made: David Auten; second Tim Campion; all present in favor.
- Reviewed the Reserve Study and cost to increase Reserve Study funds.
- Weststar needs to also provide Parkway Towers a Balance Sheet with monthly accrued balance sheet along with the monthly cash method.

Unfinished Business

- Approved: To replaced Ruth Williams with new board member Robert Boczkiewicz - 707 on the Parkway Towers Condominium Association Board of Directors. Motion made: Tim Campion; second David Auten; all present in favor.
- Approved: The Reserve Study. Motion made: Robert Boczkiewicz; second Tim Campion; all present in favor.
- Reviewed the Emergency Procedures Plans.
- Need a new mat outside the basement elevator door. Cathe and Dan to complete.

New Business

- Approved: Unit 105 painting bid by Pressure Washing Plus, LLC for \$1,596. Includes prep and paint ceilings and wall, repair holes. Motion made: Robert Boczkiewicz; second David Auten; all present in favor.
- Approved: Unit 105 vinyl and carpet option A bid by Cory's Carpets for \$2,435. Includes vinyl flooring for the kitchen and dinning room and carpet on all other areas but the bath. Pad will be 8 pounds 3/8 inches. Motion made: Kathy Benham; second Robert Boczkiewicz; all present in favor.
- Need another bid for the lower pool walls and fitness room ceiling besides Dan Eikermann.
- Need another bid for the common area carpets besides Cory's Carpet.
- Approved: Pressure washing the trash chute and trash room by WOW – Wash on Wheels for \$1,325. Motion made: Tim Campion; second Kathy Benham; all present in favor.
- Double check the guidelines for the deck warrantee with Brown Brothers and the PSI numbers to approve a bid.
- Need another bid for the electrical repair of the pool lights and the file room besides CEI Electric
- Elissa Conger is leaving Weststar and her replacement will be Ricardo.
- Approved: Repair of pool coping stones by Domminick for \$540. Motion made: Kathy Benham; second Tim Campion; all present in favor.

Adjournment

- No other business came before the board. Motion to adjourn at 9:48 pm. Motion made: Tim Campion; second Kathy Benham; all present in favor.

Respectfully submitted by
Kathleen Benham, Secretary