

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

BOART OF DIRECTORS MEETING

March 20, 2019

MINUTES

1. CALL TO ORDER

The regularly scheduled monthly Board of Directors Meeting of the Cheesman Tower West Condominium Association, Inc. was held on March 20, 2019 and called to order at 6:00pm in the Cheesman Tower West Community Room, located at 1200 Humboldt Street, Denver, CO. Board members present in person were Robert Olsen, Rob Simmons, Barbara Wagner, Barbara Creek, and Jean Reardon. Jean Ronald, CAM, was present representing Weststar Management Corp.

2. APPROVAL OF MINUTES

The February, 2019 minutes were reviewed for accuracy. The minutes were accepted as amended. Copies of the minutes will be made available in the mail room and posted on the website.

3. OPEN FORUM

Homeowners from units 603, 606, 906, and 1101 attended this meeting. The open forum discussions focused on the Board's decision to hire a new Building Superintendent, Rich Coughran, and his credentials and skills. Board members discussed the need to have a highly skilled technician in this position as our building ages.

4. FINANCIAL BUSINESS

The February financials were not available for review and will be available prior to the next Board Meeting.

The Board approved the payment of \$27,713.03 to Bolder Insurance for our annual building and liability insurance policy. This amount consists of: \$23,601 building package, \$825 fiduciary coverage, \$1389.52 Directors and Officers coverage, \$1005.51 extended umbrella coverage, and \$891.00 boiler coverage.

5. REPORTS

Multi-Unit Outage Chart-The Multi-Unit Outage Chart for the period was reviewed.

Office Call Log-December 14, 2018-January 7, 2019-The Call Log was reviewed.

Inspection Reports and Maintenance calendars-The reports and calendar for the period were reviewed.

Community and Calendar, 2019- The calendar was reviewed.

The Board discussed how the implementation of a Work Order and tracking process will impact the need and formats of the above-listed management reports. The future use of a database software to historically track building issues was discussed as a possible replacement for the current management reports.

6. OLD BUSINESS

FHA-After a delay due to the government shut down, HUD requested further information which has now been provided. The Board expects a positive response from HUD shortly.

Roof Anchors – Bob Olson has requested an analysis and bid from a vendor.

LED's for Resident Floors- Rich Coughran will be asked to trade out CFL floor lighting for warm LED lighting as the need arises, rather than all at once.

7. NEW BUSINESS

Water intrusion 301, 201, and 101 - Jean Ronald provided an update on the bills to be submitted to the owner of unit 301 for water damage to the units below.

Newsletter- Articles for the April, 2019 newsletter were provided to Barbara Wagner.

Reserve Study - The Board has enlisted Borne Engineering to begin a Reserve Study to be prepared for the next fiscal year.

Miscellaneous Expenses- The Board approved the purchase of a new, low-cost television for the exercise room. The Board approved the purchase of Walkie Talkies for Rich and Bridget to use when their cell phones do not get a signal.

8. EXECUTIVE SESSION

The Board discussed Executive Session issues.

9. ADJOURNMENT

There being no more business, a motion was made to adjourn the meeting at 8:00pm. The next Board meeting is scheduled for April 17, 2019 at 6pm in the Community Room.

Respectfully submitted,

Barbara Wagner  
Secretary

