

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING
Wednesday, October 16, 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 October 16, 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 Barbara Witcher, Jean Reardon, Barbara Wagner, and Robert Olsen. Jean Ronald, CAM, was present representing Weststar Management Corp.

2. APPROVAL OF MINUTES

The minutes for the September 18, 2019 meeting were reviewed for accuracy and accepted. Copies of the minutes will be made available in the mail room and posted on the website.

3. OPEN FORUM

Homeowners from units 603, 1404, 805, 1406, and 1003 attended this meeting. An owner provided documentation the Board had requested regarding smoking restrictions in other buildings.

4. FINANCIAL BUSINESS

The Board reviewed and accepted the September Financial reports. Jean Ronald will investigate two concurrent charges for workers compensation insurance.

5. REPORTS

The Multi-Unit Outage Chart and the Office Call Log reports have been replaced with the Work Order Report. The report reflected a large number of older, still open items. The Board determined that these tasks had been completed but not recorded as such. Jean Ronald will work with Bridget and Rich to put a process in place to keep this log current and accurate.

2019 Contracts Calendar and Maintenance Calendar-These calendars were reviewed for Rich's maintenance activities and upcoming contract renewals. CTW will no longer require pool services from Elite Pools since Rich has been certified in pool management.

6. OLD BUSINESS

Jean Ronald updated the Board on plan to install roof anchors. For months this project has stalled because vendors have not been readily available to design the installation plan. Barbara Witcher provided Jean with two engineering firms that have successfully designed the installation of roof anchors in other Denver buildings.

The Board approved a contract with Long Mechanical for \$1796 to replace two failed isolators on the heating water piping in the boiler room.

A letter from Long Mechanical explained that the pining and popping noises that are heard when the heat is turned on in the fall is normal. It is caused by the copper expanding when heating up.

The Board approved a contract with Redi Carpet to replace the carpet on the 14th floor. Barbara Witcher will oversee the project.

The Board continued its discussion with interested owners on a possible ban or restriction on smoking in the building units. One owner presented a proposal accompanied by CDC research on the impacts of second-hand smoke.

7. NEW BUSINESS

The Board approved a contract with Shield Services to install two additional security cameras in the front entryway and in the garbage room.

The Board discussed a bid from Joe's Window Cleaning to clean the outer windows throughout the building. Jean Ronald will ask Bridget to obtain more details about the pricing and then solicit participants in the November newsletter.

The Board confirmed the details of the Annual Meeting of the Membership on November 14, 2019. Jean Ronald will prepare and mail the invitations.

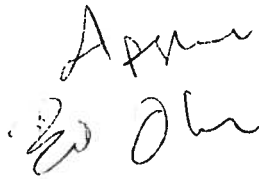
Newsletter- Articles for the November newsletter were provided to Barbara Wagner.

8. EXECUTIVE SESSION

9. ADJOURNMENT

There being no more business, a motion was made to adjourn the meeting at 8:20 pm. The next Board meeting will be November 14, 2019 at 6PM in the Community Room.

Respectfully submitted,



Barbara Wagner
Secretary