

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

**BOARD OF DIRECTORS MEETING
Wednesday, December 18, 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 December 18, 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 were Barbara Witcher, Barbara Wagner, Barbara Creek, and Robert Olsen. Board members Jean Reardon and Robert Simmons were not present. Jean Ronald, CAM, was present representing Weststar Management Corp.

2. APPROVAL OF MINUTES

The minutes for the November 14, 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 1101, 1003, and 1404 attended this meeting.

4. FINANCIAL BUSINESS

The Board reviewed and accepted the September Financial reports. Jean Ronald reported that we should expect a sizable refund for our annual workers compensation insurance premium. The Board approved the Engagement Letter for Olsen, Reyes, and Sauerwein to audit our financials for the year ending in July, 2019. It was requested that the engagement letter for the audit year ending July 31, 2020 be presented for approval in May of 2020.

5. REPORTS

The Multi-Unit Outage Chart and the Office Call Log reports have been replaced with the Work Order Report. The board discussed the improved information on the report and some concerns over the nature of older, open items. Barbara Witcher covered the Board on her expectation that Bridget will notify relevant residents when a work order is completed., or if the work completion will be delayed.

2019 Contracts Calendar and Maintenance Calendar-These calendars were reviewed for Rich's maintenance activities and upcoming contract renewals.

OLD BUSINESS

There was a lengthy discussion on the architectural drawings submitted by MartinMartin, Inc. to install roof anchors. Of concern is the requirement to install anchors into the ceilings of the 15th floor units. Jean Ronald will request the engineer who wrote the proposal to meet with the Board to discuss their concerns and other options.

The Board agreed to proceed with a series of "town hall" discussions in 2020 with owners on the issue of smoking restrictions in the building.

Barbara Witcher notified the Board that the replacement carpet for the 14th floor would need to be different from the current carpet. She will select and notify the Board and other owners.

The Board approved a proposal from CRI, Inc. to repair, weatherproof, and seal the Humboldt Street garage ramp and deck for \$10,780. The work will be done in the spring when the weather warms.

6. NEW BUSINESS

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

7. EXECUTIVE SESSION

8. ADJOURNMENT

There being no more business, a motion was made to adjourn the meeting at 8:20 pm. The next Board meeting will be January 15, 2020 at 6PM in the Community Room.

Respectfully submitted,

for Barbara Wagner

Barbara Wagner
Secretary

by [Signature]