

**RECORD OF PROCEEDINGS
LONDON HOUSE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING**

April 11, 2005

Approved

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, April 11, 2005, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

Call to Order: The meeting was called to order at 6:05 PM. The following members were present or absent as indicated:

Donna Kindschuh	Present	Sheri Tracey	Present
Denis Martin	Present	Rosemary Brown	Present
Kym Bloom	Present		

Kaye Welch from Western States Property Services was present.

Richard Seeman, Resident Caretaker, was present.

Homeowner Forum: Emma Brown was present to note that there appeared to be burns in the carpet right outside the door on the 2nd floor front stairwell landing. Emma also asked about the parking lot vehicle policy for vehicles not in compliance with the rules. Emma donated a lovely picture to the Association, which was much appreciated and will be placed in an appropriate location for everyone to enjoy.

Staff Report: Richard Seeman reported on the pool leak and the steps necessary to investigate it. Richard reported that he was doing well in acclimating himself to the job. He and the Board of Directors discussed the issues he will be able to manage for the Association.

Minutes: Denis moved to accept the March minutes as read. Kym Bloom seconded the motion and it carried.

Financial Report: It was reported that the operating account balance was minus <\$8,264.70> at the end of March 2005 and the reserve account was \$72,967.51 at the end of March 2005. Delinquency was \$5,460.41 with five owner accounts in legal collections. Sheri Tracey moved to waive the very old \$10 late charge for #107. Denis seconded the motion and it carried. Kym Bloom moved to approve the financials as presented. Denis seconded the motion and it carried. The Board of Directors would like Orten & Hindman to move more aggressively on the collection accounts.

Committee Reports:

- Exterior committee reported that they met with a vendor for recommendations on what to do with the south area that is currently mulched along the street. It was recommended to put in sod at 11 feet by 112 feet in mid-May for around \$1738. Manager will check the previous bid from K&H Turf and e-mail the Board of the cost. It was decided that the planting areas by the front door will be filled in with flowers.
- Interior committee reported that Richard would install the light fixture purchased for the kitchen area to increase lighting. Richard would paint the clubroom and kitchen area. The Board will approve the paint color for Denis to purchase.
- Communication committee has a newsletter ready to distribute and is working on revision of the handbook in preparation for distribution along with a welcome packet for new residents.

Manager Report: Updates and communications were presented and discussed. This report is included with the Association records.

Director's Discussion:

- Sheri Tracey reported that her balcony ceiling area that was wet was now dripping from snow melt. Richard will inspect the balcony above and her balcony, determine what needs to be done and report to the manager for a plan of action.
- Sheri Tracey will check on the carpet advertised for sale in the building to see if it's an option for replacement of carpet in #104.
- Donna Kindschuh resigned from the office of President at the end of this meeting, but will continue on the Board of Directors until further notice.

Unfinished Business:

- After discussion, Rosemary Brown moved to approve having Bradley and Associates perform a professional reserve analysis for the Association. Kym Bloom seconded the motion and it carried. The analysis will be paid for out of the reserve account.
- Kym Bloom gave an update on organization efforts to form a Neighborhood Watch program.
- Handbook update suggestions are to be in to Rosemary Brown ASAP.

New Business:

- The Board reminded management to retrieve the building keys from Richard Rehder and the pool company.
- Donna Kindschuh nominated Sheri Tracey to fill the office of President for the remainder of the year. Kym Bloom seconded the motion and it carried by quorum with one abstention. Sheri will continue acting Treasurer for the time being.
- Richard will oil the treadmill, turn on the swamp coolers in mid May and change the filters on the roof mechanicals. Richard will need to call the graffiti hotline for the phone box on the south of the property and remove the stickers on the front loading signs.
- Richard Seeman is ready to take on the pool maintenance. Supply Connection will be so notified. Richard will perform a die test to try to locate the water leak in the pool. If that doesn't locate the leak, another vendor will be contacted to perform a pressure test.
- Manager reported that the Association has to continue to make the Cobra insurance payments for Mike Williams for eighteen months, and the Kidney Foundation will reimburse the Association for the payments. Manager will confirm and coordinate.
- Manager to notify Mike Williams he needs to be out of unit #104 end of April.
- After discussion, Sheri Tracey moved to discontinue the pager usage, pay Richard Seeman half of his cell phone bill and pay Richard Seeman for half of what he pays in rent for April and May. Donna Kindschuh seconded the motion and it carried. Richard will use his personal cell phone for Association business and he will not be ready to move into unit #104 until June.
- It was decided to do the pest control process once per year in May.
- It was decided to do the smoke detector battery replacement once per year, one per unit. May be coordinated with the pest control.
- It was decided that Richard should do what's necessary to get the dry sauna ready for proper and safe use.

Adjournment: There being no further business for discussion, the meeting was adjourned at 8:50 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary