

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

**August 8, 2005**

***Approved***

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, August 8, 2005, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

**Call to Order:** Vice President Rosemary Brown called the meeting to order at 6:08 PM. The following members were present or absent as indicated:

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

Kaye Welch was present from Western States Property Services.  
Richard Seeman, Resident Caretaker, was present.

**Homeowner Forum:**

- Jack Burbank brought to the attention of the Board that he believed the new caretaker was not doing enough work and was not cleaning as well as should be expected.
- Robert Matthews brought up the same complaint and suggested putting in place some way to measure the caretaker's performance. Robert also made the complaint that minutes were behind in being mailed to owners.

**Staff Report:**

- Pool was previously losing 5 inches of water a day. After investigating everything possible for a cause, and taking many steps to caulk, seal, test all water draining and pipe systems, the pool is losing less water, but continues to lose more than it should. The Board approved having Performance come out and help with all of the steps again to find the cause for losing water.
- Mark Payne said he would replace the poor soil around the clubroom exterior yard for \$250-\$300 so plants could grow there. The Board put that on hold for now.
- Richard stated he could make the repair to the leaking pipe located over the main heating pump by himself. Stewart Boyer's proposal for the work was \$2192.00. The Board approved Richard to do the work and for him to keep them updated on progress and needing any help.
- Water intrusion problem in the same place in #511 and #411 as before. The leaking appears to be from around the scupper directly above. This area was previously re-sealed and the repairs held for the past year. The Board is considering replacement of the building roofing this year, which should resolve this problem. Leak will be investigated.
- Apparently there is an occasional leak from the roof in the hallway outside #511.

**Minutes:** Denis Martin, as secretary, moved to accept the minutes from the July meeting as presented. Kym Bloom seconded the motion and it carried.

**Financial Report:** The operating account balance at the end of July 2005 was minus <\$12,678.39>. The reserve account balance at the end of July 2005 was \$67,954.95. Delinquency on dues was \$4,634.88 with three accounts in legal collections. The financials were approved as presented.

**Committee Reports:**

- Interior committee had nothing new to report.
- Exterior committee had nothing new to report.
- Communication committee reported that they are working on setting up an Association website, still in process. Kym will put up a sign on the pool and back doors in Spanish requiring the doors to be kept closed.

- The new bulletin boards will be installed by the front and back doors and will be used only for approved Association items. The large bulletin board in the front bottom stairwell will be left in place for residents to use, with a two-week limit on items placed there.

**Director's Discussion:**

- Rosemary brought up the topic of changing Association attorney as the current attorney doesn't appear to be working aggressively toward delinquent dues collection. It was agreed that the manager would request proposals and collection records from three attorneys for review and set up a meeting with the board preference at the next meeting for interview.
- Kym brought up the heavy oil stains in the parking lot. Richard is to clean them with Simple Green and a scrub brush and charge labor back to parking spot owners as appropriate.
- Denis brought up the parking blocks and believes they should be repaired and repainted. Strip first, apply concrete primer, repaint and then renumber. Bids to do the work will be requested.
- Kym noted the next Neighborhood Walk was to be on Thursday, at 7 PM at 13<sup>th</sup> and Pennsylvania.
- Sheri noted that the Board Members were all doing a great job and thanked everybody.

**Unfinished Business:**

- Handbook is ready for distribution. A new handbook will be dropped at every door in house and mailed to all non-resident owners. Rosemary will draft a letter to go with it.
- Reserve analysis is in process and is expected very soon.
- #412 gave Sheri their proposal for purchase of a fireplace insert that will be installed to ensure the safety of the residents because the chimney tiles are broken. The amount was for \$2,988.22. The Board had previously agreed with the previous owner to cover half the cost as this would be less expensive than replacement of the chimney tile. A check for half will be produced for the new owners.

**New Business:**

- A letter needs to be sent to #212 warning not to be throwing debris and cigarette butts off the balcony and out windows.
- Owner of #101 requested the charge of one third of the bill for plumbing inspection be waived for him. After discussion, this being an old issue, he will be informed that Richard Seeman will repair the spot in his bathroom ceiling, and that he contacted the Association about leaking from above and was told at the time that the cost of investigation into the cause would be charged back to him if no common element leak was found. There was no cause of leaking found at the time of investigation. #201 owner paid her third of the bill. The Association paid their third of the bill. He still needs to pay his third of the bill. Nobody was found to be negligent or at fault.
- Insurance requirements from the new carrier were reviewed and will be resolved immediately.
- Roofing bids were presented for review.
  - Adams Roofing - \$99,500.00 for tar and gravel, the most solid and long lasting type of roofing for the building. Not in writing yet.
  - Western Roofing – Duralast membrane installation for \$112,973.61
  - J&P Roofing – Rolled roofing for \$126,253.00
  - After discussion, the Board requested written confirmation from Adams Roofing for the tar and gravel roofing and will consider further at next meeting.
  - Financing of the roofing project will be investigated. Colonial Bank will finance 75% of the value on the staff unit owned by the Association. A breakout of interest percent for owners needs to be established.

**Adjournment:** There being nothing further brought to the attention of the Board, the meeting was adjourned at 8:30 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary