

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

**February 14, 2005**

***Approved***

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, February 14, 2005 in the Clubroom at 1233 Ogden Street, Denver, Colorado.

**Call to Order:** The meeting was called to order at 6:15 PM. The following members were present or absent as indicated:

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

Manager Kaye Welch was present.

**Homeowner Forum:**

- Jack Burbank was present to address the noise that continues in his unit. He wants Stewart Boyer to respond.
- Emma Brown noted several things that need to be addressed around the building.
- The Board was asked where the artwork is that was on the walls prior to hallway painting project. Denis will have the artwork put back up.

**Staff Report:** Mike Williams was ill and was not available for the meeting.

**Minutes:** Denis Martin moved to approve the January minutes as read. Kym Bloom seconded the motion and it was carried.

**Financial Report:** Sheri Tracey reported that the operating account balance was minus <\$133.12> and the reserve account balance was \$70,539.72 at the end of January 2005. The Association paid \$5,068.52 to NuBuilt for services in a September 2004 water damage insurance claim that financial responsibility has not been yet resolved to keep the contractor from filing a lien against the Association. Delinquency was at \$3,471.21 at the end of January with three accounts in collection. Sheri Tracey noted that she received a response on the gas therms used and will be monitoring for increase/decrease due to the new boiler. Sheri Tracey moved to approve the financials. Denis Martin seconded the motion and it carried.

**Committee Reports:**

- Interior committee will be updating the clubroom and kitchen this year as their project. The containers in the foyer for ashtray and trash are not working and will be removed. Sheri Tracey moved to have Denis Martin purchase a new leather sofa and loveseat and coffee table for the clubroom. Rosemary Brown seconded the motion and it carried.
- Exterior committee is considering options for the south side of the property between the street and sidewalk. Manager will ask landscape contractor Mark Payne to meet with Rosemary to discuss options and costs.
- Communication committee will work on a complete new resident packet to hand out. A welcome letter, handbook and other information will be included. Everyone is to get ideas and handbook changes to Rosemary by the end of February for revisions.

**Manager Report:** Written report is included with the Association records. Contractor and resident communications were reviewed by the Board.

**Director Discussion:**

- Sheri Tracey noticed that the tiles in the common restroom showers are coming loose and the repair needs to be scheduled. There are no towels and toilet paper in the restrooms.

**Unfinished Business:**

- Discussion on contracting for a professional reserve analysis was tabled until April or May.
- Kym Bloom gave an update on the organization efforts to establish a Neighborhood Watch. Neighboring buildings will be contacted for support and a meeting will be scheduled at London House for March 12<sup>th</sup> at 10 AM, with coffee and donuts. Kym will put up signs. Board members will split the London House to call on residents for support.

**New Business:**

- Projects for 2005 discussion was tabled.
- After discussion, Sheri Tracey moved to accept the Swingle contract for lawn health program and treatment for Elm Scale in the amount of \$607.50. Denis Martin seconded the motion and it carried.
- After discussion, the Board of Directors decided to have the Association make repairs to the bathroom ceiling in #206.
- There was discussion regarding the complaint of water leaking into the enclosed balcony ceiling in #308. The manager suggested that when a balcony is enclosed, there could be no guarantee by the Association that water will not leak from the exterior of the unenclosed balcony above. The balconies were built as exterior parts of the building and are open to the weather, if not enclosed. Enclosed balconies are Limited Common Elements, owned by the Association, and are not part of the unit owner's square footage. A policy of clarification on balconies should be developed for future reference. Owner of #308 had her painter use Kilz on the balcony ceiling. If it leaks after that, she will notify the Association.
- After discussion about the noise in Jack Burbank's unit, the Board decided to have Stewart Boyer call Jack about the problem and give Jack the choice of having them come out to investigate the source at his cost.
- After discussion about the broken chimney flue casing in #412, the Board decided to split the costs of repair with the owner. It was suggested by a contractor that an insert wood burner would be the most cost effective direction to take. The probable cause for the damage is a fast, high heat fire in the fireplace. But there is no way to prove why or when the casing broke. Rosemary Brown will put out a notice on the proper way to use the fireplaces.
- Parking lot infractions of rules were discussed. There are vehicles with outdated license tags, flat tires, and damaging fluid leaks. Rosemary Brown will put out a notice to residents that in 30 days of the notice, all rules will be monitored and any residents in non-compliance will be notified and fines may be assessed or vehicles towed at the owner's expense after warning.
- It was noted that the carpet should be swept three times per week to protect against early deterioration, and should be spot cleaned as necessary.

**Adjournment:** There being no further business for discussion, the meeting was adjourned to Executive Session at 8:35 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary