

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

**February 12, 2007**

***Approved***

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, February 12, 2007, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

**Call to Order:** The meeting was called to order at 6:35 PM. The following directors were present or absent as indicated:

Sheri Tracey	Present	Denis Martin	Present
Rosemary Brown	Present	Kym Bloom	Present
Troy Williams	Present		

Kaye Welch was present from Western States Property Services  
Richard Seeman was present as the Resident Manager.

**Staff Report:** Richard's written report was reviewed and is part of the meeting records.

- At Richard's suggestion, bids for chimney sweeping will be secured for review.
- Richard will start the static drop test in the pool within the week and while pool level is low, repairs will be made as determined by the Board.
- Richard will replace the damaged tile piece in the south elevator flooring.

**Minutes:** Denis Martin moved to approve the minutes from the January board meeting as read. Rosemary Brown seconded the motion and it was carried.

**Financial Report:** The Treasurer reviewed the financials with the Board. The balance of the operating account at the end of January 2007 was <\$482.25>. The balance in the reserve account at the end of January 2007 was \$55,878.56. Delinquency was \$9,637.47, up \$1,079.85 from December. Net profit/loss year-to-date was \$121.43 under budget. There was discussion on the rising delinquent accounts. The Board would like the collections process to accelerate again. Any delinquent units that have renters living there are approved for receivership. The financials were approved for audit.

**Manager Report:** The manager reviewed the report and communications with the Board, which are part of the meeting records.

**Unfinished Business:**

- Declaration revision consent letters were mailed to 23 unit owners who have not turned in any vote on the issue yet. One consent was received back in favor of the revision.
- The Board determined that they believe unit #208 is vacant and Richard is to go into #108 and #208 to see if he can find the cause of leaking into #108 before any further damage is done.
- Committee Reports:
  - Denis Martin presented some ideas for interior renovations for 2007. After review of a Mission Statement he prepared in 2003, the Board agreed that #1, Front Entry improvements have been completed. For 2007, the Interior

Committee will improve the front lower lobby and the rear ground floor lobby, #2 and #3 of the Statement. Rosemary Brown and Troy Williams will help with the Committee plans. Troy Williams suggested trying to get recommendations from interior design students at the local colleges, at no charge to the Association, in order to put together a full building interior renovation plan.

- Rosemary Brown didn't have anything to report on the Exterior Committee.
- Kym Bloom is starting work on another newsletter. Anyone with something to put into the newsletter should get that information to Kym.

**New Business:**

- Asphalt will need to be sealed and re-stripped this year. Concrete car stops will be replaced as necessary.
- In 2007, the poolroom ceiling will be painted/stained a lighter color and new ceiling light fixtures will be installed to update the pool area. Old broken furniture and exercise equipment will be removed. Both bathrooms will be painted and spruced up by Richard.
- Swingle Landscape and Tree Service proposal for 2007 was reviewed and approved as amended for the total amount of \$1035.75. The Association will pay in advance to gain a 3% discount. Swingle will manage the aeration in spring and fall and tree care. Richard will manage all weed control, lawn feed, etc.
- Centric Proposal for annual hydraulic testing on the elevators in the amount of \$400 was approved.
- Vehicle parking was reviewed. It was determined that residents who don't have their on site vehicle properly licensed will be warned and then fined until their vehicle is brought into compliance.
- The Board would like a check in the amount of \$250 cut to Richard so he can get a gift card at Home Depot in that amount, in hopes of avoiding the constant late charges.
- Director Discussion:
  - Rosemary suggested placing doors with windows in the 1<sup>st</sup> floor stairwells, front and back, because when someone exits the hall, there is no way to protect anyone on the other side of the door from being hit by the door. This may be a fire code issue. Richard is to ask the fire department the next time they are on the property for inspections.
  - Rosemary also noted that #301 unit file keys don't work in unit door.
- The current insurance claim was reviewed with the Board. Owner of #109 is requesting reimbursement for hotel stays while the unit was torn apart and for personal items that were damaged. After discussion, it was determined that the owner will be notified that pending response from the insurance carrier adjustor, the Association will not be covering any of the requested reimbursements at this time. Owner insurance should cover these costs for personal items and displacement.
- The Board would like to see some comparative snow removal charges.

**Adjournment:** There being no further business brought up for discussion, the meeting was adjourned at 8:30 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary