

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

**February 15, 2011**

*Approved*

The regular meeting of the London House Condominium Association Board of Directors was held at 6:30 PM on February 15, 2011 in the Club Room at 1233 Ogden Street, Denver, Colorado.

**Quorum:** The following Directors were present or absent as indicated:

Kym Bloom	Present	Jennifer Kemp	Absent
Dana Johnson	Present	Alex Ferber	Present

Kaye Welch was present from Western States Property Services.

Richard Seeman was present as Resident Manager.

Sarah Hofer was present as possible board member.

**Homeowner Forum:** There were no homeowners present to address the Board.

**Staff Report:** Richard previewed his written report for the Board, which is included with the meeting records. Richard showed the pool pump room equipment and boiler room equipment to the board members, explaining what each piece of equipment does. Richard reported that over the past weekend, someone broke the back patio gate. He will check the camera for anyone who used the pool room exit door during that period of time. Richard also reported that he painted the floor trim to match the walls at the south elevator on the 2<sup>nd</sup> floor at the Board's request.

**Minutes:** After review, Alex moved to approve the January board meeting minutes with one revision. Dana seconded the motion and it was carried.

**Board Change:** Michael Cruz resigned from the Board of Directors by email on January 26, 2011. Kym nominated Sarah Hofer to complete his term. Sarah accepted the appointment and she was welcomed to the Board of Directors. Alex was elected to fill the office of Vice President.

**Financials:** The balance in the operating account was \$16,557.88 at the end of January 2011. The balance in the money market reserve account was \$23,967.79. The balance in the RBC investment account was \$42,195.21. The Association CD with Bank of Choice in the amount of \$5,000, added with the other reserve accounts, totaled \$71,163.00. Delinquency was at \$7,158.21. Net profit/loss for the year-to-date was \$7,128.76 under budget. Sarah moved to approve the financials for audit. Alex seconded the motion and it was carried. Dana voted to not accept the financials. After discussion, Alex moved to close the RBC account and move the funds into the US Money Market account to earn a better interest rate. Sarah seconded the motion and it was carried.

**Manager Report and Communications:** The Board reviewed the manager's action item list and communications, which are included with the meeting records.

**Unfinished Business:**

- Projects for 2011
  - Alex is organizing an Interior Committee and will look into carpet replacement for the interior hallway floors.
  - The mansard roofing tiles and the stucco look siding will be repaired/painted in 2011. Manager will request bids for consideration.
  - Balcony repairs will continue as needed.
- Pages 1 through 3 of the 2007 Handbook were revised through discussion. At the next meeting, pages 4, 5 and 6 will be reviewed.
- Coyle Engineering quoted \$450 to survey the '10 stack floor grading, which would include measurements taken under the stack and investigation of the support post in the boiler room. The Board will then be able to monitor whether there is further settling in that part of the building. After discussion, Alex moved to contract for the survey. Sarah seconded the motion and it was carried.

**New Business:**

- Manager will request GR Construction to inspect the edges around the balcony of #301. Sarah reported she didn't think the edges were well finished when the contractor made repairs in 2010.
- Discussion was held on the prohibitive cost of supplying doggie bags for the neighborhood at about \$3,600 per year. The decision was made to remove the baggie station at the SE corner of the property, leaving the collection basket only. The Board will communicate to residents the cost prohibitive nature of providing doggie pickup supplies and services for other than residents of London House to homeowners. The Board will consider removal of the second exterior baggie station next. The interior baggie station at the back door will remain in place for use by the residents of London House.
- Turf maintenance quote was tabled until the next meeting due to time constraints.
- Committees:
  - Exterior Committee: Dana reported on the steps the committee is trying to take to make changes to the parking lot. They have to talk to the City of Denver before taking further steps. Exterior committee will look into artificial turf installation along the sidewalks.
  - Interior Committee: Alex will try to form the committee to help work on recommendations for interior improvements to the Board.
- The bulletin boards will be used for announcements by the Board and other Association business besides just posting the approved minutes each month. Purchase of different colored paper will be made so all new announcements will bring more attention to the bulletin boards.
- The next meeting will be March 15<sup>th</sup>.

**Adjournment:** There being nothing further to discuss, the meeting was adjourned at 9:00 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary