

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

January 18, 2011

Approved

The regular meeting of the London House Condominium Association Board of Directors was held at 6:30 PM on January 18, 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 Kemps	Present
Dana Johnson	Present	Michael Cruz	Present
Alex Ferber	Present		

Kaye Welch was present from Western States Property Services.

Richard Seeman was present as Resident Manager.

Staff Report: Richard reported that the pool pump needed to be replaced. Pool room closed until finished. Alex asked to check on the impact for the pool to be converted to a salinated instead of chlorinated pool. The Intelliflo pump cost will be \$1750. The board approved purchase of the Intelliflo pump and Richard can install it.

Richard also suggested that the Board create a policy where single handle shower valves need to be inspected/serviced every two years to ensure hot/cold water exchange isn't happening, which can impact the hot water distribution through the building. The Board will consider at another meeting.

The Board approved removal of the "office" sign on the closet door used as the HOA office. A closet number will be installed on the door in place of the sign.

After his maintenance report, Richard shared a letter to the Board regarding a personal matter and asked for resolution.

Minutes: After review, Dana moved to approve the November board meeting minutes. Michael seconded the motion and it was carried.

Financials: The balance in the operating account was \$10,495.08 at the end of December 2010. The balance in the money market reserve account was \$19,768.28. The balance in the RBC investment account was \$42,194.85. The Association CD with Bank of Choice in the amount of \$5,000, added with the other reserve accounts, totaled \$66,963.13. Delinquency was at \$8,831.21. Net profit/loss for the year-to-date was \$6,461.76 under budget. Michael moved to approve the financials for audit. Alex 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. Manager gave her personal cell phone number to the board members for emergency use only and made a commitment to make inspections twice a month per contract.

Unfinished Business:

- The Board determined not to survey residents for input on 2011 projects at this time.
- Projects for 2011 were not discussed at this meeting.
- #610 flooring has been resolved with installation of carpeting in his unit remodel.

New Business:

- The Board will work on updating the Handbook in 2011 by going through it in parts at meetings. Manager will email the parts to be reviewed prior to each meeting.
- A proposal for updating the reserve analysis was submitted. The Board tabled the item until later in the year.
- The Board asked again to have one elevator floor trim painted the same color as the elevator door to see what it looks like.
- Manager will begin working on carpeting pricing for the halls, on pricing for rekeying doors and key distribution and electronic access to the pool and building for next meeting. Manager will get a quote on more cameras for the pool room.
- Dana moved to keep the same board officers for the new year. Alex seconded the motion and it was carried.
- Committees were discussed briefly. Expansion of committee members will be considered and the Board will be provided a list of attendees from the annual meeting, as requested.
- Dana suggested that the same engineer reporting on #610 flooring would make a good candidate to provide measurements and a report on the area's grade to ensure no further shifting is happening to the building structure.
- It was noted that apparently residents are burning cedar in their fireplace. Board will consider preparing a fireplace burning policy, to include the statement that cedar is prohibited as a fire fuel.
- Alex offered to set up a Google Group for the Board to use as communication tool.
- After discussion, Dana moved to accept the 2011 attorney agreement with Orten, Cavanagh, Richmond & Holmes LLC. Kym seconded the motion and it was carried.
- After discussion, the Board approved the 2010 bonus for Richard and will expect a review in three months on service improvement.
- Adam from Adam's Roofing could not attend the meeting, but the manager reviewed the process for roof replacement in 2004 for the Board. Adam did inspect the roof for puddling again just before the meeting.

Adjournment: There being nothing further to discuss, the meeting was adjourned at 9:15 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary