

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

July 11, 2005

Approved

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, July 11, 2005, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

Call to Order: President Sheri Tracey called the meeting to order at 6:07 PM. The following members were present or absent as indicated:

Sheri Tracey	Present	Donna Kindschuh	Present
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: Emma Brown and John Gilham, owners, were present.

- Emma suggested installation of a sign on the back door, in Spanish, about not propping the back door open. Emma believes the 5th floor sweeping has only been done monthly.
- John discussed receiving meeting minutes, picking up of packages, the leak in his ceiling from the roof, the insurance claim he was involved in with the Association and suggested setting up of a website for the HOA.
- #412 owner met with the Board about the chimney insert necessary for the cracked chimney tiles in his fireplace chimney. He stated the cost for an insert would be about \$2500 to \$3000. He needs to have measurements taken and make arrangements. The Board had approved paying for half of the insert costs to the previous owner.

Staff Report:

- Pool leak was discussed. The pool will have to be drained for final testing. So far, no leaking has been found. Richard will schedule and Rosemary will put up notices about the pool closure.
- Richard would like a Wilmar account opened for London House for a more cost effective purchase of supplies.
- Roofing inspection will be scheduled through J&P Roofing regarding the leaking over #606 and some top floor balcony ceilings.
- Keys that are not on file for emergency access are for #404, 403, 412, 312, and 212. Manager will send letters to comply.
- #109 power is still off. Richard believes the problem is in the meter. Xcel says they don't maintain the meter. Owner should be responsible for the meter. Power was on previously and after remodel was completed. Manager will call Huston Enterprises for electrical inspection. If the problem is an owner responsibility, the owner will be charged back.
- Richard will try to work with the pet damage spots on the new turf. Notice of the damage will be put in the newsletter asking pet owners to keep their pets off the new turf.

May Minutes: Denis Martin moved to approve the May minutes as revised. Rosemary Brown seconded the motion and it carried.

Financial Report: The Treasurer reported that the operating account balance was minus <\$6,963.34> at the end of June 2005. The reserve account balance was \$66,725.36 at the end of June 2005. Delinquency was at \$5,421.47 at the end of June 2005. Financials were approved as presented.

Committee Reports:

- Communication committee reported a newsletter was going out shortly with an introduction to Richard Seeman, information on grill usage and other information.
- Interior committee reported the committee is finished with projects for the year and that more HOA artwork has been stolen from locked closets. Richard is to change the HOA storage locks immediately.
- Exterior committee reported red clover is growing in the turf again and that all planned projects for the year have been completed with the sod installation on the south side of the property. Swingle needs to be contacted about the red clover.

Manager Report: Manager updates and communications were reviewed and are included with the association records.

Director Discussion:

- Denis Martin reported the carpet is about due for cleaning again. There is a spot in front of #212. Richard will spot clean.
- Kym asked about the parking spot oil cleanup that spot owners have not cleaned. Richard will pick up Simple Green and clean up oil in parking spots that the owners have not cleaned and report the spots he has to clean so the HOA can charge the time back to the owner.
- The front doors need to be kept cleaned off, fronts and backs. Glass also needs more often cleaning.
- Sheri discussed putting a website together for the HOA. John Gilham will work with Kym Bloom on the project. Sheri moved to establish a website. Rosemary Brown seconded the motion and it was carried.

Unfinished Business:

- Kym Bloom gave an update on her correspondence efforts with the Unsinkables and her activity regarding the Neighborhood Watch program.
- A revised handbook and welcome packet is ready for distribution. Rosemary Brown will send to management for production and distribution.
- After discussion, Sheri Tracey moved to accept the bid from Rempel Flooring to replace the tile and carpeting in unit #104 for \$1760.41. Kym Bloom seconded the motion and it carried.
- Discussion on the elevator code upgrades and roof replacement due to so many leaks was held. Manager will check with Colonial Bank on process for financing \$100,000 through financing on the HOA owned unit #104. Bids for new roofing will be requested. After information is reviewed and decisions finalized, a special assessment for part of the projects may be necessary. Further discussion will be held at the next meeting.
- Two bulletin boards have been ordered and will be ready for installation in two weeks.

New Business:

- Richard is to bring phone books inside the front entrance.

Adjournment: There being nothing further brought up for discussion, the meeting was adjourned to Executive Session at 7:56 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary