

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

**June 12, 2006**

***Draft***

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, June 12, 2006, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

**Call to Order:** President Sheri Tracey called the meeting to order at 6:30 PM. The following members were present or absent as indicated:

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

Kaye Welch from Western States Property Services was present.

Richard Seeman, Resident Manager, was present.

**Open Forum:** There were no homeowners present for the open forum.

**Staff Report:** Richard Seeman reviewed his written report with the Board of Directors, which is included in the meeting records. Also discussed:

- The cleaning of the boiler plate seems to have worked to keep the boiler from shutting down every several months. Richard will make this a regular task.
- The Board approved the spending of \$152 more by Richard on the landscape.
- The pool experts are scheduled for a complete testing one more time to see if they can locate the leak from the pool. It's much better than it used to be, but the pool still is losing water.

**Minutes:** After review, Denis Martin moved to accept the minutes from May as presented. Kym Bloom seconded the motion and it was carried. Troy Williams volunteered to make copies of approved meeting minutes and place them on the closet "office" door so owners can pick up a copy if they wish.

**Financial Report:** Treasurer Troy Williams reviewed the financial reports with the Board. The operating account balance at the end of May 2006 was \$13,103.48. The reserve account balance at the end of May 2006 was \$12,216.71. Delinquency for dues at the end of May was \$7,987.82, up from April. The Association attorney will be asked if the Association can keep a delinquent resident from using their parking space, per the Declarations. Payment arrangements were accepted on the special assessment with #602. Sheri Tracey moved to accept the financials for audit. Denis Martin seconded the motion and it was carried.

**Manager Report:** Communications were reviewed by the Board of Directors.

**Unfinished Business:**

- Committee Reports:
  - Interior Committee will look at new flooring for the elevators.
  - Exterior Committee will look at the remainder of their budget to determine any further expenditure.
  - Communications Committee reported the newsletter would be going out shortly.

- Access by owners to the Association attorney was discussed and it was
  - **RESOLVED** that since there is an expense to every owner involved with any communication with the Association attorney, any concern an Owner has must go before the Board of Directors to determine if contacting the Association attorney is appropriate. The attorney is the Association legal counsel and not individual Owner legal counsel.
- Access to the insurance policy information by Owners was discussed and it was
  - **RESOLVED** that per the SB100 governance policy, the insurance information is located at the office of the Association agent and is available for review during regular business hours with appropriate notice to the agent. Copies may be made at the agent office by the Owner at a reasonable cost to the Owner.
- Access to Association records by Owners was discussed and it was
  - **RESOLVED** that per the SB100 governance policy, the Association records are located at the office of the Association agent and are available for review during regular business hours with appropriate notice to the agent. Copies may be made at the agent office by the Owner at a reasonable cost to the Owner. Minutes are also posted on the two locked bulletin boards, after approved, on site for all residents to read. Minutes may also be found on the London House website.
- Process for determination of damages responsibility process was discussed and it was
  - **RESOLVED** that the responsibility for damages is determined both from review of the Association Declarations and Governing Documents, and review of the insurance policy if a claim was opened. The insurance adjustor for the Association insurance carrier makes the determination in case a claim was opened on Association insurance coverage. The deductible for the Association insurance is \$5,000.
- Storage closet policy was reviewed and approved as amended by motion from Sheri Tracey, second by Troy Williams and carried. The policy will be an amendment to the Rules and Regulations and will be passed out to residents and mailed to non-resident owners.
- Draft document revisions from the Association legal counsel were reviewed by the Board. There were several recommended changes which will be sent to the attorney. The attorney will be asked what options may be included in the revised documents to remove and keep nuisance persons from the property.

**New Business:**

- Units were reported for non-compliance and will be addressed by letter to Owners.
- Director Discussion: There was none.

**Adjournment:** There being nothing further brought to the attention of the Board, the meeting was adjourned at 8:54 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary