

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

**May 9, 2005**

***Approved***

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, May 9, 2005, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

**Call to Order:** President Sheri Tracey called the meeting to order at 6:05 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:** There were no owners present.

**Staff Report:**

- Richard reported that the new heat pump motor that replaced the dead motor was \$1200. There is still piping that needs to be replaced. Pricing for the work will be sought from Stewart Boyer. Richard believes he can do most of the work himself.
- Pool leak has been monitored. Richard has performed many tests to determine where the leak is. No luck yet. First of June, Performance is scheduled to perform a pressure test for pipes under the pool.
- After a barbecue grill for the rose garden area was proposed by Richard, Denis Martin moved to have Richard purchase one for around \$150. Donna Kindschuh seconded the motion and it carried unanimously. Notice on use will be posted.
- After discussion, it was decided that a letter of introduction for Richard to the residents will be distributed by the Communication Committee.

**Guest:** Landon Scott from Centric Elevator was present to discuss the code update for both elevators that the City and County of Denver will be enforcing starting 2007. The updates are for fire safety purposes. Each elevator update will cost \$16,000 and each elevator will be out of service during the update period for around a month. This update is mandatory.

After Landon left, the Board decided that one option to consider is to contract for the services of each elevator in 2005 for updating in 2006 and 2007. One elevator will be done each year. Sheri Tracey will crunch numbers and get back to the Board on findings. Options for financing the work will be considered.

**Minutes:** Denis Martin moved to accept the April minutes as read. Kym Bloom seconded the motion and it carried.

**Financial Report:** It was reported that the operating account balance was minus <\$12,307.14> at the end of April 2005. The reserve account balance was \$74,198.63 at the end of April 2005. Delinquency was \$5,058.19 at the end of April 2005 with five accounts in collections through the attorney. Sheri Tracey moved to accept the financials as presented. Kym Bloom seconded the motion and it carried.

**Committee Reports:**

- Communications: Committee will prepare a flyer for distribution by May 24<sup>th</sup> with an introduction of Richard Seeman and notes on use of the new barbecue and rose garden

space. Rosemary is preparing flyers on the yard sale and is collecting information on interesting historical buildings for the next newsletter.

- Interior: Denis is ready to have Richard paint the kitchen area. The clubroom is painted. Denis is concentrating on installation of artwork and has another sconce to install on the second floor front stairwell landing. The Board will consider painting elevator walls on each floor a different color to help them stand out. That should complete use of the \$1,156.00 left to spend to meet his interior budget of \$2500 for the year.
- Exterior: Rosemary moved to approve the bid from A Cut Above Land and Light for \$1,695.00 to install sod along the south side of the property and remove the existing mulch. Denis Martin seconded the motion and it carried. Manager will work with scheduling and follow through.

**Manager's Report:** Brief review of the written report and communications, included with the meeting records. The Board approved towing of vehicles that were tagged for towing where the owner has not responded.

**Director's Discussion:**

- Kym Bloom is going to put signs up in the laundry rooms requesting residents to remove their laundry from the washers and dryers as soon as the cycles finish.
- Rosemary Brown noted that the clubroom door dead bolt lock needs to be adjusted and kept locked at all times unless the room is in use. Also, Rosemary noted that Richard needs to oil the treadmill.
- Sheri Tracey recommended that the current bulletin boards be replaced with new, locked boards. The Board approved a single glass door bulletin board, sized 18 inches by 24 inches, with lock, for each entrance of the building. Manager will order and Richard can install. Anything residents want to place on the bulletin boards will have to be approved by a Board Member, will be dated and may be placed there for no longer than 30 days.

**Unfinished Business:**

- Reserve analysis was approved and manager will check on timeline. The Board would like this completed as soon as possible and would like the contractor to meet with the Board in June or July for review.
- Neighborhood Watch update was presented by Kym Bloom. Kym has been attempting to contact the Unsinkables regarding 'walk abouts' during the summer months. Email is being bounced back and their website is down. Kym will contact Officer Newell and see if he has any other contact numbers
- Handbooks should be ready for distribution in a couple of weeks.

**New Business:** The Board would like Richard to scrub or paint the back stairwell, as this area is dirty and wasn't painted with the hallways and front stairwell. The Board talked about painting the balcony doors. Rosemary brought this subject up. As long as the colors are earth toned and approved by the Board, they do not have to be the current rust color. The same policy will apply to the walls in between balcony's on the North and South sides of the building.

**Adjournment:** There being nothing further for discussion, the meeting was adjourned at 8:00 PM.

Respectfully submitted,  
Kaye Welch, Recording Secretary