

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

May 17, 2011

Draft

The regular meeting of the London House Condominium Association Board of Directors was held at 6:30 PM on May 17, 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	Sara Hofer	Present
Alex Ferber	Present		

Kaye Welch was present from Western States Property Services.

Richard Seeman was present as Resident Manager.

Staff Report: Richard submitted his monthly report to the Board.

- Balcony repair to #606 and the #506 ceiling is scheduled for this week.
- Colorado Sewer put a camera down the laundry room washing machine drain line and determined the continuing clog was due to sludge. They are jetting the line clear this week.
- Landscape: all grass areas have been treated for weed control, aerated, re-seeded as necessary with application of Revive. Shrubs and other plant replacements should be completed before mid-June.
- Domestic hot water issue has been addressed by Rocky Mountain Mechanical by re-building two valves and repairing the circulation pump. Board members thought their hot water access has been better recently.
- Richard installed a check valve on the kitchen faucet in #401 last week to ensure she wasn't getting cold water crossover, which may have been part of the domestic hot water issue in the '01 stack.

Minutes: After review, Dana moved to approve the April board meeting minutes as revised. Sara seconded the motion and it was carried.

Financials: The balance in the operating account was \$9,940.03 at the end of April 2011. The balance in the money market reserve account was \$83,918.11. Delinquency was at \$8,790.81. Net profit/loss for the year-to-date was \$5,240.18 under budget. Sara moved to approve the financials for audit. Jennifer 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:

- Handbook revisions were tabled due to time constraints. Board wants to consider adding something about prohibiting vent disconnects inside units.
- Carpeting proposals and samples were reviewed. After discussion and comparison, the Board decided to request confirmation of several questions they had for the Expressions in Flooring proposal; to request large samples of the carpet they chose and samples of tile for the entry flooring in front and back. Notice prior to the June meeting will be posted so homeowners may look at the sample choices before the June meeting, when a final selection will be made.
- Asphalt seal coat and re-stripping quotes were reviewed. After discussion, Dana moved to accept the proposal with Coatings. Alex seconded the motion and it was carried. Dana is working with Qwest across the street to get approval for using their parking lot over night during the process.
- The Board will not be considering any electronic building and pool room access or additional cameras in the pool room at this time.
- The Board would like to have quotes for the June meeting on cost to re-key door locks and supply homeowners with two “Do Not Duplicate” keys per unit.

New Business:

- The Board would like the manager to check with Alpine Waste Solutions to see if they have added more plastics for recycling.
- Board requested two quotes for cleaning the common hall vents for the June meeting.
- Landscape items were discussed and the following items were approved:
 - At the front door – the two dead spiral shrubs will be replaced with box wood topiaries, purchased by the Exterior Committee and reimbursed to them by the HOA. Colorful flowering plants will be planted around the existing hosta plants.
 - At the front door tree box – Richard will remove the bent iron railing around the box, install another layer of timber and plant vinca in the box.
 - At the front of the retaining wall, Richard will rototill and amend the soil as recommended by a professional. The Board will make a final decision by May 23rd on what shrubs to install along the retaining wall.
 - Dana offered use of his vehicle for transporting materials and offered to help with planting.
- Committees:
 - Interior Committee: There was nothing new to report at this time.
 - Exterior Committee: More landscape options were submitted for consideration.
- The next meeting will be June 21st.

Adjournment: There being nothing further to discuss, the meeting was adjourned at 8:30 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary