

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

October 8, 2007

Draft

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, October 8, 2007 in the Clubroom at 1233 Ogden Street, Denver, Colorado.

Call to Order: The meeting was called to order at 6:30 PM. The following directors 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 was present as Resident Manager.

Homeowner Forum:

- Unit owner for #501 was present to ask how the delinquent accounts were being handled. Sheri Tracey explained the procedure for collections.
- Unit owner for #502 was present to ask why the City and County of Denver removed the “loading zone” signs. Sheri Tracey said she would make some calls to see if the zone signs could be replaced.

Staff Report: Richard presented his report on maintenance issues to the Board of Directors. His report is part of the meeting documentation.

- Richard submitted a proposal from Swingle to prune property trees.
- It was reported that the pop machine has not been serviced for many weeks. The phone number on it does not access a service department.
- A new roof light was received and will be installed this week.
- Xcel Energy will replace the pole lights that are out within a couple of weeks.
- Front door still not always latching when locked at night.
- Richard will remove delinquent account information from the intercom as soon as he receives the latest list.

Minutes: Denis Martin moved to accept the minutes from the September meeting as amended. Rosemary Brown seconded the motion and the motion was carried.

Financial Report: The balance in the operating account at the end of September 2007 was minus \$11,498.71 and the balance in the reserve account was \$94,174.33. Delinquency was at \$15,964.42. Gene West, investment counselor for Dain Rauscher, will be invited to the January meeting to discuss reserve funding. The financials were approved for audit.

Manager Report: The manager report and communications were reviewed by the Board and are part of the meeting record.

Unfinished Business:

- Committee Reports:
 - Interior – Denis will discuss the carpet tile pattern the Board wants installed in the hallway to make sure the final proposal for the hallway carpeting. Two bids for hallways painting are in house but will need to be finalized and emailed to the Board.
 - Exterior – Nothing to report at this time.
 - Communications – Kym is preparing a newsletter. The holiday party information will be included in the newsletter. The revised handbook was distributed and the Board will get any further changes back to Kym ASAP. The web site is back up.
- Rubber snakes will be purchased to place on top of the top floor balcony rooftops to deter pigeon roosting.
- Two proposals are in house for snow removal.
- Two proposals were reviewed for replacement of the deteriorated roof over the poolroom. After discussion, the Board approved the proposal from Adams Roofing in the amount of \$7100. The roof will need a taper system installed, per code.
- The governing documents have all been approved according to the appropriate processes and were signed by the appropriate board member. They will be recorded and distributed to owners.

New Business:

- The budget for 2008 was discussed, revised and finalized. There will be no dues increase for 2008. Budgets will be distributed along with the annual meeting notice.
- After discussion, the Board approved the proposal from James Moore & Associates to perform a full review and taxes for the 2007 financials for the amount of \$1225.
- Manager is to send a letter to #601 regarding storage of newspapers in the hallway, on common elements.
- The holiday party will be held on December 6th.
- There will be no Board meeting in December.
- Annual Meeting will take place in November 12, 2007 at 7 PM. The Board Meeting will take place at 6 pm that same night. The revised Handbook and Documents will be available at the annual meeting, but will not be placed on the agenda for discussion. Board meetings will change to the second Wednesday of every month starting January.

Adjournment: There being nothing more brought up for discussion, the meeting was adjourned at 8:35 PM.

Respectfully submitted,
Sheri Tracey, Board President