



Executive Board Meeting January 28, 2009

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 6:10pm in the Loggia.

Board Members Present

Brian Zall, President
Bob Hanfling, Vice President
Jaime Richards, Treasurer
Nancy Reynolds, Secretary
Lisa Hoskins, Committees

Others Present

Gregg Westwood, Director of Building Operations
Doug Pimple, accounting advisor

Approval of Minutes

After a motion from Jaime and seconded by Brian, the minutes for the meetings held November 19, 2008 and November 25, 2008 were unanimously approved.

Capital Improvements

Terri Barnes, owner of 1-704 and a professional interior designer, conducted a discussion about the overall utility of the common areas, particularly about the replacement of the Loggia chairs and usage of the patio. The general consensus was that the Association should look to increasing the amenity value of common areas with the goal of building a sense of community among owners and residents.

Manager's Report

The manager's report was included with the Agenda, presented by Gregg, and reviewed by the Board. The Seminole Energy contract is up for renewal and Nancy offered to review it.

Gregg reported that the Association's lawyer was having problems serving legal papers on Tara Thompson, owner of Unit 1-702 who is seriously past due on her Association fees and has incurred several fines. After repeated efforts, the documents have been served.

Brian asked Gregg to seek a \$100 discount for refinishing the interior of the elevators so as to not exceed budget.

After a brief discussion, the Board voted unanimously to pay a \$1,600 retainer to the Association's attorney for 2009.

It was noted that the owners who attended the Annual Meeting were generally (a) in favor of, or (b) wanted the Association to continue to pursue the acquisition of wireless internet access that would be provided to all residents. After discussion, Gregg was directed to obtain more information, including references from similar organizations who have worked with the contractor from whom the proposal was received.

Gregg noted that the entry carpet to Building 2 will be replaced in the next two months.

Gregg advised the Board that the hole in the drywall in the garage will be repaired at the expense of the owner who caused the damage.

After a brief discussion, the Board decided to have an Association summer party. Gregg and Lisa will plan the event.

Financial Report

The Board reviewed the financial statements for the month of and year ended December 2008. After a motion from Jaime and seconded by Bob, the financial report was reviewed.

The Board discussed the internal accounting controls over cash management. Brian instructed Gregg to prepare a summary and diagram of the features in place for the next meeting.

2009 Goals

Brian conducted a discussion about potential goals for this year. The following list of goals was developed:

- Study how the garages will accommodate electric cars
- Research how the use of solar and/or wind power could provide electricity to common areas
- Convert the main doors to the buildings to be power-assisted
- Determine the need to replace or upgrade Gregg's computer
- Look for additional opportunities to increase energy efficiency
- Review general security matters, especially lighting in common areas, especially at the garage door and installing cellphone repeaters in the garage
- Focus on the long-term stability of Association dues and staying economically responsible
- Devise and install global corrections for the water drain problems experienced in 2008
- Determine the need and install carbon monoxide detectors in all units if appropriate

The meeting was adjourned at 8:25pm.

Respectfully submitted,

Gregg Westwood, Acting Secretary