



No. 25 Downing Executive Board Meeting March 18, 2009

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 6:45pm in the Loggia.

Board Members Present

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

Others Present

Gregg Westwood, Director of Building Operations
Mark Tapey, Synergy Mechanical Services
Doug Pimple, accounting advisor

Approval of Minutes

The minutes for the meeting held February 25, 2009 was unanimously approved.

Energy Savings

Mark Tapey gave a presentation and answered questions about heating and ventilation issues, particularly in the garage. As heat rises due to a "stacking effect", cold air is drawn into the garage, resulting in higher energy costs and occasional difficulties in opening doors due to variant levels of air pressure. Mark's recommendation is to install dampers that will curtail airflow when heaters are on. The Board discussed the potential impacts of this change, including carbon-monoxide risks.

Director's Report

The director's report was included with the Agenda, presented by Gregg, and reviewed by the Board.

Refinishing the interiors of the elevators is nearing completion.

The Board discussed the three samples of replacement Loggia chairs that were on hand.

Discussion of replacing carpeting was tabled.

The Association will be changing to a new vendor for spring flowers.

Gregg will investigate the durability of water-based versus oil-based paint for doors before a contract is signed to have all doors painted.

Gregg was instructed to investigate possible solutions to the problem of excessive noise from certain stairway landings.

The Board voted unanimously to proceed with foreclosure of Unit 1-702 for past due assessments and fines due to rules violations.

Due to a recent theft of the Director's radio in the Loggia, the Board instructed Gregg to re-key the door to the Loggia and to replace the stolen property at the expense of the Association. Consideration will be given to re-keying all doors to common areas.

The project to install security cameras in elevators was postponed to a later date.

The Board decided that "for sale" should be situated so as not to encourage walk-ins.

Financial Report

The Board reviewed the financial statements for February 2009.

All accounts receivable are current with the exception of 1-702. Doug was instructed to correct the reports that incorrectly classify certain prepaid assessments as negative receivables.

The meeting was adjourned at 8:10pm.

Respectfully submitted,

Gregg Westwood, Acting Secretary