

No. 25 Downing Board of Directors Meeting June 18, 2008

The monthly meeting of the Board of Directors of No. 25 Downing Homeowners Association was called to order at 5.50 p.m. in the Loggia

Board Members Present

Carrie Phillips, Vice President
Jamie Richards, Treasurer
Brian Zall, Secretary
Tina Gangel, Committees

Others Present

Gregg Westwood, Director of Building Operations

Approval of Minutes

Jamie Richards motioned and Brian Zall seconded to approve the minutes with corrections. The motion passed unanimously.

Manager's Report

The manager's report was included with the Agenda, presented by Gregg Westwood and reviewed by the Board. It was noted that:

- Windows had been washed
- Power washing completed
- Carpet cleaning done
- The web site is live
- Phone transfer moving forward
- Vertical and horizontal stacks done
- Entry carpets to be installed first week of July
- Elevator switch work in progress
- Unit 401 will move-in during July
- Unit 301 is under contract

Financial Report

- The financials were reviewed by the Board. Doug Pimple stated that the Balance Sheet and Income Statement and all accounts are in balance.

Unfinished Business

- Rules and Regulations Review – Ongoing – will include contractor rules and clarify fine policy as an amendment in the Declarations and a collections policy to be in the Rules and Regulations.
- Unit 1-702 – Ongoing – Attorney would like clarification from other neighbors regarding the 3 vans in guest parking, vans loaded and unloaded in garage, parking on public streets and if the homeowner's account is delinquent.
- Parking Spaces – The Americans with Disability Act requires one spot in ten to be marked for handicapped parking. A motion was made by Brian Zall and seconded by Carrie Phillips that unallocated spaces will be leased out for a monthly rate and one space reassigned to the director. The motion carried unanimously. Garage spaces in both lots will be restriped.
- Wireless – seeking other bids

Adjournment

With no further business to discuss the meeting was adjourned at 7.05 pm.

Secretary

Date