

No. 25 Downing Executive Board Meeting November 23, 2009

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 5:55pm in the Loggia.

Board Members Present

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

Others Present

Gregg Westwood, Director of Operations and Services
Doug Pimple, accounting advisor

Approval of Minutes

The minutes for the meeting held October 21, 2009 were unanimously approved after two corrections were noted.

Ratification of decisions since the last meeting

Board members present unanimously approved the replacement of the garage door and replacement of the garage lights.

Director's Report

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

The installation of gravity backdraft dampers on two garage exhaust fans will be charged to reserves. The painting of Unit doors will be accounted for as operating expenses. The replacement of the garage door will be accounted for as operating expenses with two thirds of the funds coming from the savings account. The replacement of garage lights with more energy efficient devices will be accounted for as operating expenses.

Gregg reported that he has received 55 RSVPs for the holiday party on Thursday, December 3, 2009.

The October financial statements were reviewed and the 2010 budget was reviewed and unanimously approved.

The Board reviewed and discussed at length a letter from the owners of Unit 1-702. Brian explained the Association's options in collecting approximately \$6,000 in legal fees after the court's unfavorable decision regarding the Association's request for injunctive relief, and he recommended that the Board adopt a new rule designed to avoid this problem in the future. Brian also recommended that the parties mutually agree to a global settlement whereby they

waive all claims. Jaime suggested that the Association offer to forgive two-thirds of the outstanding legal fees and promised to review the file of legal bills to determine a strategy to support such an offer. In regard to the owners' accusation that the Association was "both predatory and discriminating", Bob recommended that any release should contain language stating that the owners violated the rules and were treated consistently with the Associations rules and regulations.

The Board briefly discussed with Doug the accounting services he has provided to the Association. Brian stated that the Board had originally planned that, after Doug had helped design and set up the accounting function, Gregg would perform all aspects of maintaining the general ledger and providing financial statements. Doug agreed with this assumption and supported the Board's decision that this should happen in 2010. He also recommended that the Association continue to have some sort of management overview of the accounting function, but he stated that his filling that roll for the budgeted amount of \$250 per month did not fit into his plans for 2010. It was agreed that Doug would remain available to answer questions, help Gregg close the November books and that his involvement would no longer be needed after December 31, 2009.

Gregg advised the Board that he has received questions from homeowners who want the Association to provide wireless internet access. He also noted that a homeowner has strongly suggested that the Association install security cameras in the garage. Both items will be addressed at the Annual Meeting after the Board meeting.

The meeting was adjourned at 6:50pm.

Respectfully submitted,

Gregg Westwood, Acting Secretary