

No. 25 Downing Executive Board Meeting September 16, 2009

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 6:40pm in the Loggia.

Board Members Present

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

Others Present

Gregg Westwood, Director of Building Operations
Tara Thompson & Joe Dell'era, Owners of Unit 1-702
Doug Pimple, accounting advisor

Discussion Regarding Unit 1-702

Brian welcomed Tara & Joe and expressed the Board's gratitude that they came to this meeting to discuss the past due assessments, late fees, attorney fees, fines, etc. and the rules violations regarding their Unit. Tara stated that they acknowledged the fact that a work van for Tara's business had been parked in the visitor parking lot, but that she had complied with the rule and paid the assessed fines once she had been advised of the rule violation in writing. She stated that she believed she had been targeted for harassment by another owner regarding her business vehicles and that, when she attempted to bring her account current, the Association's attorney had been uncooperative by refusing to deposit her payment checks and seemed to be changing the amounts due day by day.

The Board responded that the problems with parking violations, short-term storage of business equipment in the hallway & garage and assessments paid late had been on-going problems for approximately four years when the Association finally turned the matter over to the attorney. Also, until this meeting, repeated requests to meet to discuss these matters had been ignored. As a result, Unit 1-702 had become the most high-profile problem the Board had been dealing with for a very long time. Brian noted, however, that almost a year of rules compliance was acknowledged by the Board.

Both sides agreed that the situation had become personal and that communications were poor.

The discussion was concluded by Brian asking Tara & Joe to get back to the Board with their recommendation on how to handle the remaining balances due; and Tara & Joe left at 7:20pm.

Approval of Minutes

The minutes for the meeting held August 19, 2009 were unanimously approved.

Director's Report

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

Gregg reported that he had received proposals from potential HVAC service providers, but that they were all more expensive than the current contract with Synergy. He advised the Board that he is working on developing some written procedures that will hopefully avoid problems in the future.

Gregg reported that the garage door had been vandalized again. Jaime noted that she had been doing some research to find the most economical and reliable replacement, since the current patch would probably not survive the winter. The Board briefly discussed their expectations regarding cost, warranties, expected life-time and function of the ultimate solution.

Gregg reported that a problem with balcony doors on the west side of the building for certain units had been identified and that they doors will need to be re-sealed.

The Board reviewed the August financial statements. The Board directed that the budget for next year should include the cost to re-furbish flower bulbs in the spring.

Jaime expressed her belief that technology for alternative energy sources, including solar panels and wind power, will be changing rapidly in the next few years and she therefore expressed hesitation in acquiring this new technology at the present time. The Board decided to continue the study of alternate energy sources and that any decision will include a cost-benefit analysis.

Gregg advised the Board that he added the 30-day termination clause back into the standard contract to be executed with all vendors. Brian agreed to review the revised document.

Gregg advised the Board that replacement of garage light bulbs with florescent bulbs will reduce electricity and repair costs and the Board approved the replacement of the bulbs with this new product as the old ones go out.

Gregg and Doug presented a draft of the 2010 budget and answered questions from the Board. Most line items were agreed upon; Gregg will get an estimate of insurance premiums from the broker and the Board tabled the determination of salaries and benefits increases until the next meeting.

In preparation for the annual meeting, the Board members present discussed their interest in running for re-election and/or remaining on the Board for another year. All Board members present expressed a desire to serve on the Board in 2010.

The meeting was adjourned at 8:30pm.

Respectfully submitted,

Gregg Westwood, Acting Secretary