

No. 25 Downing Executive Board Meeting February 16, 2010

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 6:00pm 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 Operations and Services
Dana Busch, owner; former past HOA Board President

Dana Busch brought her concern to the board's attention re parking issues with owners in the building. The board unanimously approved that residents who park in visitor parking will receive a notice (first violation) and if they violate the rule a second time, they are to be fined. Residents have the option to lease extra space(s) on a monthly basis.

Approval of Minutes

The minutes for the meeting held January 20, 2010 were unanimously approved.

Review of Financials

The January financial statements were reviewed; all owners are also current with their HOA dues.

Unfinished Business & Ratification of Decisions since the Last Meeting

1. Need to obtain a copy of #2-305 lease for HOA file

Board members present unanimously approved the release we received from the current owner (Tara Thompson) of unit #1-704. Ms. Thompson approved the release she received from NO 25 Downing St. The board members unanimously approved the dismissal of the lawsuit pending against this owner, as well as the removal of the lien against the property.

Director's Report

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

1. Black Doors – a secondary tent will be set up to prevent dust residue from going into the unit which is being painted.
2. Insurance Policy – approved (start date: Feb. 26th)
 - a. \$100K policy added to the “blanket employee dishonesty”.
3. Legal Contract Retainer – approved
4. Elevator Maintenance – board discussed the re-finishing of the wood paneling (darker stain)

5. 1-702 – Unit did not close
6. Water Damage & Mold Remediation – discussion of protocol to be implemented if a unit comes up against this type of damage
7. After hours major emergency protocol – discussion of protocol to be implemented for residents to use in this type of emergency

New Business

1. Security Analysis Update – a fob based security system will be researched further
2. EIFS - \$30K budget for EIFS repairs will be awarded to APS Stucco (approved by unanimously by the board)
3. Noise Solution – still investigating

measure to ensure unit #2-203 did not require remediation for mold due to a water damage that occurred in this unit. The board hired Kevin Evans, Rock Solid Hardwoods to inspect the condition of this unit; the outcome: **After looking at the drywall area in question it is my opinion that the steps that have been taken to kill any leftover bacteria or mold are more than sufficient to eliminate the problem. There is not enough residual moisture leftover to harbor any growth and the dry air here in Colorado will not allow it to survive.** The board then hired a mold remediation specialist to perform further tests to ensure that mold was no longer present in this unit and/or could spread thru-out the building: **The mold test was negative and reconstruction has been approved for unit 2-205.** The report is in the homeowner's file. The environmental specialist also forwarded information to the board that will help the board to develop a protocol for future water damages found inside a particular unit(s).

The board is also revisiting the water damage that occurs in the Loggia. The environmental specialist suggested that we resolve this issue. Previous Boards have decided against paying for a water test with Pella windows; however, Shawn Bisallion, our water remediation specialist, and one of the few nationally certified water remediation and mold removal specialists in Denver, has reviewed the situation, and the board now has a plan for the repairs, remediation and removal of the baseboards and trim.

2010 Goals: NO 25 Downing St. turns 10 years old this year; the board has discussed a combination birthday party/summer party to celebrate.

Issues which have been discussed and will be revisited in 2010:

1. Solar Panel Energy Information
2. Cameras/Tightening of interior & exterior security
3. Possible addition of a front gate with entry code to courtyard

The meeting was adjourned at 7:00pm.

Respectfully submitted,

Gregg Westwood, Acting Secretary