

**No. 25 Downing
Executive Board Meeting
January 19, 2011**

The monthly meeting of the Executive Board of No. 25 Downing Homeowners Association, Inc. was called to order at 6:30 pm in the Loggia.

Board Members Present

Brian Zall, President
Jaime Richards, Treasurer
Bob Hanfling, Vice President
Nancy Reynolds, Secretary
Lori Reynolds, Social

Others Present

Gregg Westwood, Director of Operations and Services
Josi Khokani, Homeowner

Homeowner Forum

Josi Khokani discussed issue with neighboring homeowner and Board to reach out to other party to invite party to next meeting to seek potential resolution.

Approval of Minutes

The minutes for the meeting held on November 16, 2010 were unanimously approved.

Review of the Financials

The November through December financial statements were reviewed and unanimously approved. Revised contract with Thyssen-Krupp for elevator services unanimously approved. All homeowners are current or becoming current with their HOA dues.

Unfinished Business

1. HVAC matter – Board identified questions for HVAC company regarding proposed solutions to mitigate potential water issues and determined to reach resolution in next meeting.
2. Glycol matter – Gregg provided update. Board discussed protocol for having contractors/vendors provide work on common areas.

Director Report & New Business

1. New homeowner requests for wireless service for the building as opposed to individual units
2. Director completed mandatory HOA registration
3. Seminole Energy provided options for a more cost effective energy meter, which Director plans to order
4. Corporate Resolutions – Board members signed corporate resolutions for bank account and reserves account.
5. Woodpecker issue – Discussion of potential remedies to EFIS damage

6. Hedge – Request by Homeowner to donate funds to plant hedge along west edge of south parking lot
7. Rental request by homeowner for three month lease term – Board upheld current minimum limit of six month lease term
8. Resident contact list -- Gregg to send Board members resident list for potential future emergencies

Tabled Items

Board to make final decision on HVAC resolution in over next two months.

Meeting adjourned at 8:00 pm.

Nancy Reynolds, Secretary