

No 25 Downing Condominium Association Inc.

Board of Directors Meeting Minutes

September 23, 2020

Call to Order

The meeting was called to order at 4:05 p.m. Board members in attendance were Kathleen Duggan, Pierre Olney, Richard Berkman, and Ted Stolberg. Carol Rathe was absent due to illness. Also in attendance were Gregg Westwood, Director of Operations and Services, and Nancy Friday, accountant. The board met electronically, via Zoom, due to COVID-19.

Open Forum

There were no homeowners present for Open Forum.

Guests

There were no guests.

Minutes

The minutes from the July 14 meeting were approved.

Financial Reports

The balance sheet and profit & loss statement from August 31, 2020 were reviewed and accepted.

Director's Update

The Director provided an update of projects.

Old Business

- The EV station is functional. We are waiting for the city to issue a permit; the city is significantly behind due to the pandemic.
- The Pella window project is finished. Shawn from Dream Home Solutions reduced his invoice to cover the working capital premium of \$6,711 charged from the Pinnacol audit.
- North lot concrete project is finished.
- Orkin is treating building one and the courtyard due to 1-PH2 cluster flies.

- The board ratified the e-mail decision to accept the reserve study with the addition of the crank window project.

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Board of Directors Meeting Minutes, September 23, 2020, Continued

Old Business, continued

- Fire pump panel permit has not been received.
- New backflow has been installed.
- Pots by elevators have been updated at a cost of \$1,126.42.
- Building water was tested and is good.

New Business

- Board approved a new fob control system for \$11,808.31, to be paid from reserves and completed in 2021.
- Board discussed two landscaping projects totaling \$2,235 and requested that they be added to the 2021 budget.
- Board approved ADA door operators for Building 2, \$3,576 plus approximately \$1,000 to connect to fob system, to be paid from reserves and completed in 2021.
- The Board discussed air purifying systems for elevators and HVAC system and decided not to pursue them at this time.
- The Board reviewed the first draft of the 2021 budget and suggested a few changes.
- The Board approved allowing Starry Night to be an additional internet provider in the buildings.

Check Signing

The Board signed checks.

Adjournment

With no further business to discuss, the meeting was adjourned at 5:26 p.m.