

*Charline Place
Board Meeting
January 15, 2003*

Roll Call: Stacy, Lili, Ying Ying, Paige, Grandin, Monique, and Paul Schmidt.

Management: Steve, Brian and Joan with CMR

Stacy called the meeting to order at 7:10 p.m.

Minutes: Lili motions to approve the minutes, Ying seconds, all in favor.

Unfinished Business:

Piano moving company can send us the bid for repairing and we will settle for the cash on the least amount.

Check into JC Drain bill for 89.50 on 08/09/02. Colorado Sewer Service did work on 08/05/02.

Check into Colorado Sewer Services charges for \$97.50 on 11/02/02.

Financials: Checking account has \$28,901.22
Savings Account \$ 200.00
Schwab Account \$27,476.55

The Schwab account is to be closed and the money transferred to Mountain States Savings account. A letter to Schwab signed by Stacy and Steve to close account is needed.

Current Business:

State tax credit forms from Historical Landmark Preservation should be arriving by end of January. Only the 33 people who submitted their information to this project last year will receive the tax certificate. It is for a deduction against state taxes for ~ \$520, which can be deducted all in 1 year or over a span of 10 years. Stacy will verify addresses.

Caleb's Roofing proposals:

Option 1 is to lower the scupper and patch the leak. This option will cost \$780 with a two year warranty.

Option 2 is to lower scupper and install cricket with multiple ply system and a modified cap sheet. This will be \$1648 with a five year warranty. This option should eliminate all ponding and should last as long as the rest of the roof.

Ying Ying makes a motion to pass Caleb's Option 2, Monique 2nds, all in favor.

Letter acknowledging and accepting Victor's plans. Lili makes motion to approve plans for closet as described in plans, Ying Ying 2nds, all in favor.

Status on Moran's unit #41? Springman, Braden, and Wilson attorneys working on fees. Do we have representation? Steve will check with Braden. Paul Schmidt says we should have representation. Bank is now due to pay homeowner dues. Is there a cat in the unit?

Need to research the tax amount on Unit #75. See how much it would take to assume the tax liability.

Brady & Sons, doesn't look they are out of business just a new owner. Joan Hollway will check into Brady & Sons. See if they will honor warranty, or what we can do.

Budget Changes have been changed. Send everyone a revised budget.

Ying Ying's unit #14 needs to have leak fixed. Brian will look at the problem Friday. Ying Ying needs to have it fixed before they move in March.

Brian says the roof need to have a silver coat. Brian will get bid.

Cat issue discussed, conclusion is to take pictures for identification.

Enzyme treatment for drains discussed. Steve will talk to Lisa at Lake Park Condos to get details, how, what, when and how much.

Lili wants the board members to not get involved with seeing the problems with units. Just have them get in touch with CMR. Look at problem only as a courtesy.

Announcement:

Adjournment

**Charlene Place
Board Meeting
April 16, 2003**

Stacy called meeting to order at 6:15pm

Roll Call: Stacy, Monica, Victor, and Lili.

Guests: Grandin, Lynn #1

Management: Joan Hollway and Brian Sanders.

Lili motions to approve Jan 15, 2003 minutes. Monica 2nd's, all in favor.

Financials: Checking \$26,912.20 Savings \$27,732.60

Lili motions to have \$500.00 per month moved to the savings account starting immediately. Victor 2nd's, all in favor.

Stacy purchased Historical Photos wants board to look at for the building. Board went to Stacy's unit and reviewed the pictures.

Lili motions to buy all 14 pictures for \$672.00 plus tax. Victor 2nd's, all in favor.

After reviewing the work orders from CMR the board wants to have more detail in the description. Board has decided to discontinue common area clean up from CMR on a routine basis; they will call if they need to have clean up. Will incorporate trash pick up into Elizabeth's job?

CMR to change batteries in smoke alarms twice a year.

Stacy will review policy on repairs to homeowner units and how to charge homeowner.

Xcel late charges need to be refunded.

Snaking charges getting out of control, possible solution is the SafeKleen process.

Lili motions to buy the SafeKleen program. Monica 2nd's, all in favor.

Maintenance issues.

Cable cords on side of bldg. Have cable company look into fixing.

Brian to check leak above dryer.

Lili motions to by two parking bumpers to put by the dumpster. Victor 2nd's, all in favor. This will keep the dumpster from being pushed up against the wall.

Fire escape: #40 Don Abbey will be discussed at next meeting.

Front steps are chipping, Lili will call owner of Fauxcrete about chipping and repairing the sprinkler system. (A-Native discovered holes in hoses of sprinkler system, which Fauxcrete said they might have done, but would not know until spring when the sprinklers were turned on.) A-Native estimated it would cost about \$600.00 to fix the hoses for the sprinkler system.

Monique motions to fix sprinkler system next week, after Lili talks to Fauxcrete. Stacy 2nd's, all in favor.

Taxes/Deed to #75. Lili motions to pay the back taxes and attorney fees on unit #75 to acquire the unit for the HOA. Victor 2nd's, all in favor.

Victor will look into different ways of the stump removal. Stacy will look into grinding the stump out. No hurry on removal for now.

Spring Gardening Day will be Sunday, May 18th at 10:00am.

Get bids on lawn mowing. Possibly have someone at Charlene Place do the mowing.

Newsletter will be typed up by Lili. CMR will copy and send out.

Basement flooring put on hold.

Lockbox for Fire Fighters discuss later.

Coca-Cola Vending machine has started sending proceeds to HOA.

Lili's leak in her unit. She has paid to have her pipes fixed that caused damage to the unit below her #2. Lili has made every effort to contact the owner of #2, to make arrangements to get repairs fixed, and has had no response. Lili feels that she is only responsible for a portion of the repair, because, had it been done sooner it would not have cost as much. The bid to repair the ceiling in Unit #2 is \$200.00.

Meeting adjourned 9:00pm.

**Charline Place
Board Meeting
May 21, 2003**

Meeting called to order 6:30pm

Roll Call: Stacy Schurman, Monique Spee, Victor, Carole Lee, and Lili.

Management: Joan Hollway and Brian Sanders.

Guests: Eric Davis and Joanna Unit #26.

Eric wants board approval for cable company to wire across boiler room. Board approves with understanding that the board could rescind approval.

Eric also wants to paint window frames. Board will look into bigger problem of all the window wood.

Guest speaker: Daniel Anthony from the Unsinkables. Presentation about the drug problem in this area and what can be done as a homeowner. The Unsinkables is an area group working at cleaning the Capitol Hill area of drug dealers and users. They have walks periodically consisting of members and local homeowners. Call their office at 303-478-9683 for information about when they have walks.

Victor motions to approve minutes from April 16th meeting. Monique 2nd's, all in favor.

Todd Hughes wants board approval to install a rooftop deck for his unit. Board will look into Declarations to confirm whether or not they can give away common area to an individual.

Stacy has pictures of Charline Place. Lili motions to buy 6 of the pictures. Victor 2nd's, all in favor.

SafeKleen. Board will make solution for all the units and distribute on May 30th at 5:30pm. Owners will receive directions with bottles on how to use the solution, the bottles will have each units number, and are to be returned to the laundry room empty.

Brian will look into Unit #3 above the pipes above the dryers about the leak.

Brian will have the back door fixed and the cracked and missing window panes replaced.

Chips in steps will be fixed by Fauxcrete on Thursday or Friday May 22nd or 23rd.

Stacy needs to have a copy of the insurance recommendations.

Replacement of tree. No grinding of stump. Board will decide what to do with stump later. Planter pot needs to be removed from in front of Lilac bush.

CMR to have Tarry from A-Native come out and turn on sprinklers.

Do not pay Fauxcrete, if a bill comes in.

Board would like to receive copies of letters/correspondence received by Colo Mgmt in monthly reports.

Next meeting June 19th at 7:00pm.

Meeting adjourned 10:00pm.

**Charline Place
Board Meeting
July 22, 2003**

Meeting called to order 6:20pm.

Roll Call: Victor, Lili, Carole Lee, and Stacy Schurman.

Management: Joan Hollway and Brian Sanders.

Lili motions to approve May 21, 2003 meeting minutes, Victor 2nd's, all in favor.

Financials: Checking \$20,526.86 Savings \$29,271.79. \$400.00 per month is being transferred from checking to savings, Lili asks if this is causing any problem with the checking account and having to move money back from savings to checking. So, far we have not had to move money back from savings.

Current Business: Delinquencies, check on Damino Partnership and why it is still have charges per month.

Newsletter, CMR will do a newsletter to be sent out in August.

Todd Hughes: Deck, Board is still checking on declaration and other issues before deciding. Stacy will write letter to Todd about the deck.

Lili motions to have unit (?) fix the deck railing to close off the access to the roof, Victor 2nd's, all in favor.

Historical Photos. Board will decide where and how to hang the new pictures just bought. Lili motions to buy 4 of the early 1900 photos of Charline Place and have them framed, Carole 2nd's, all in favor.

SafeKleen- Good response so far, goes to monthly in two weeks.

Maintenance: Brian will call plumber to have leak above dryers fixed.

Billie and Broomhall to coordinated to fix his leak.

#41 door is ajar - no response from Safeguard, Stacy work on problem.

Insurance: Stacy needs to have copy of recommendations from insurance company.

Replacement tree put on hold.

Change in meeting time discussed. Stays the same for August. Third Wednesday of the month.

Window frame for Eric Davis in Unit #26. CMR to get bids.

Board will invite new owner of building to North of Charline Place, Paul Michelette, and other owners from the neighborhood to discuss neighborhood issues to next board meeting.

Lili motions to adjourn 7:55pm.

**Charline Place
Board Meeting
August 20, 2003**

Meeting called to order 6:20pm.

Roll Call: Victor, Carole Lee, and Monique Spee.

Management: Joan Hollway and Brian Sanders.

Monique moves to approve July 22, 2003 meeting minutes, Victor 2nd's, all in favor.

Financials: review next month.

Newsletter: board will deliver newsletter to all residents, and CMR will mail non-resident owners theirs. Victor wants to include in the next newsletter about having residents dumping waste including landscaping cuttings in the dumpster.

Historical Photos. Check with Angela to see if check went out.

SafeKleen date. Next scheduled time week of September 11. Monique, Carole and Victor will make the solution in September and November. Lili and Stacy will make the solution in October and December.

Carole moves to have a vendor code on entrance system, Monique 2nd's, all in favor. Carole will talk to Steve to have the code installed on both entrances.

New meeting time will be 3rd Thursday of the month at 7:00 PM. Next meeting will be September 18th.

Cliff Aragon had Macy give a bid on painting the basement floor. The bid is for \$1345.00. CMR to get more bids.

Carole moves to pay Victor \$30.00 a week for mowing, trimming the lawn and to use Revive to spruce up the lawn, Monique 2nd's, all in favor. Victor abstains.

Monique moves to have the gutters cleaned for no more than \$400.00, Victor 2nd's, all in favor.

Carole moves to adjourn, Victor 2nd's, all in favor.

Meeting adjourned at 8:00pm.

Charline Place
Board Meeting
September 23, 2003

Meeting called to order 6:10 PM

Roll Call: Carole Lee, Monique Spee, Lili Em and Stacy Schurman.

Management: Steve Smalley, Brian Sanders, and Joan Hollway

Guest: Mark St. John, #16.

Current Business

Historical Photos in, need someone to take charge of framing. Carole, Monique and Stacy will take charge of framing.

Maintenance Follow-up:

1. Leak above dryers – still looks like it's getting worse. Fixed.
2. Painting of dry walled areas, - Per Monique couldn't find match. Monique will paint dry walled areas tonight.
3. Update on #20 Billie's unit – does Stacy need to call Keith? Brian has someone that can start on it tomorrow.
4. Did Gayle get drywall done? Yes.

Trash can is missing, replace? Stacy and Elizabeth will purchase a new trash can.

Also see catalog for central realtor post. On hold. Joan suggests looking at 1425 Washington Street's realtor post.

Did bid from Cliff on Epoxy paint ever come in? if so how much? The bid is for about \$1300.00. Check on references and Certificate of Insurance. Check on other paint company and see how much, go with least expensive bid and let Board see color.

Furniture removal – How many pieces identified? Todd's special request for plants in back stair well during winter. Call charitable organizations to see who will come out to pickup on Saturday. Tell Todd it is OK, unless we get a complaint.

Gutter update, Cleaned yet? Check to see they are done.

Sprinkler head still not popping up, was Tarry ever called? Joan will call tomorrow about the sprinkler head by the rose bush.

Cliff would like to have the door to the meter room closed; Brian says door is fixed so it will stay closed. Stacy suggests giving Cliff light bulbs to replace burned out or missing light bulbs.

Meeting dates will be the 3rd Thursday of the month. Next meeting will be October 20, at 6:00 PM.

Meeting adjourned at 7:20 PM.