Lake Park HOA
Board Meeting Minutes
May 7, 2008

Meeting was called to order at 6.40pm

Roll Call:
Board Members: Barbara Chavez, Phyllis Warthen, Bob Davidson & Allison Smith
Members: Bud Gordon & Alaina Goffman
Colorado Management: Kathy Andersen

Meeting Minutes: The minutes from the March 5, 2008 and the April 9, 2008 meeting were presented for review and approval. Phyllis noted that her last name was spelled wrong. Bob motions to approve the minutes with corrections Phyllis 2nds, all in favor.

Financials:

Cash-Main Acct.	$ 17,099.75
Savings Account Reserve	$ 96,359.53
Total Current Assets	$113,459.28

Attorney status reports were included in the board meeting packet. The board decided that only one copy of the attorney's status report needs to be provided to share among the board members.
Copy of the super-lien information from unit 311 was included in the packet along with a copy of the check that was received for $1062.00
Accounting Questions –
These questions arose from the review of the April Board Packet Financials.
Roof Lease way behind what was budgeted, why?
What is the other income?
Insurance also way lower that what is budgeted.
Building Maintenance, is this the Home Depot account (Should this be part of paint & decorating)

Good things about the expenses are that the laundry, plumbing & snow removal are way below what was budgeted.

Bob wanted to make CMR aware that there will be from time to time small charges on the Home Deport card from himself, Barb and Bud. It was agreed Bob would keep his receipts until he account is paid in full and then start turning them in to CMR to be paid.

Kathy informed the board that she is having Peliton review the insurance policy for some possible savings and depending on the outcome would ask the broker to attend a meeting and explain the policy along with the savings if there are any.

Alaina (303-596-0594) from unit #305 stopped by to discuss her ledger and stated that she missed a payment but never received a collection letter but that late charges have been acclimating. She would like to have her ledger reviewed and requested that late charges be waived. Bob motions to waive late fees except for the one month Alaina didn't pay, Barb 2nds all in favor.

Kathy suggested with the amount of money in the operation account that now may be a good time to move some money to the savings and start preparing for the elevator upgrades. Bob motions to move $10,000.00 to saving, Phyllis 2nds all in favor.

Revised Draft

Old Business:
Elevator Upgrade – The inspector was supposed be at last months meeting that got cancelled Kathy will invite him to the June meeting.

Roof Repair –
Bids were provided by Roof Broker and Caleb's for the boards review it was decided that the Caleb's bid was the most precise and they are the buildings preferred vendor. Barb motions to accept Caleb's bid, Phyllis 2nds, all in favor.

Vinyl Siding & Windows –
Bob has not heard back from the guy he met at the Home Show wanted to know if the board thought he should call him back. The board agreed to have Bob contact him again and pursue his ideas further.

Bulletin Boards & Flyer Holders –
Bob has not had time to install these but plans on doing this in the near future and will need some help with the bulletin board as it is heavy and cumbersome for one person to try to do. Both Phyllis and Bud have agreed to help get these items installed.

Bikes –
Since there were only four people who responded to the registering of the bikes the board feels that there is not enough interest to go to the trouble of installing any type of cover. It was also agreed that another notice to the community would go out letting everyone know that if their bike isn't claimed by 5/31/08 it would be donated.

Lock & Keys -
Jan Apple expressed to the board how unhappy she was with the performance from Brian at CMR, she had contacted him many times over the course of three weeks and never got a return call and felt like the whole re-keying of the building was handled poorly by him.
The keys and locks are in and Phyllis has agreed to be point person for everyone to pick up their keys. Each resident will get 2 keys and if they want more there will be a $10.00 charge per key. Phyllis was given a building directory to track who picks up there keys and also track who wants additional keys so that CMR can order them. Three flyers were provided to post on the front & back door along with one for Phyllis to post on her door telling residents when she would be available to distribute keys. Renter need to provide a copy of their lease along with id. If the owners of rental units want additional keys they will have to pay for them. Postcards were also provided for the board to slip under residents doors letting them know of the key distribution procedure. The board also requested that the new lock be installed on the front door immediately and leave the old lock on the back door until keys have been distributed.

Inspector Finding-
The findings report from the structural engineer were presented to the board. Kathy will proceed to get bids to get these repairs done.

New Business:
Carpet Cleaning – The first two floors seem to be the ones that need the most attention and the board agreed that maybe a professional should be called in to do this work. Bob motions to have the carpet steam cleaned with deep extraction as needed per Barb's judgment, Phyllis 2nds, all in favor.

The cleaning and damage to the interior of the building was discussed in length and the question arose whether or not if the damage is apparent who is causing it should they be fined. Kathy suggested the idea of a digital camera to take pictures that she could send along with the violation notices. In regard to carpet cleaning there is one area where the tracking goes straight from the entrance of a unit, this is a perfect example of what the camera could be used for. Barb motions to purchase a digital camera for the association, Bob 2nds all in favor. Bob will purchase and get reimbursed.

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Bob let the board know that he got the window flower boxes at the King Soopers on 38th for $11.00 and purchase 4 for the building. Bob said there was a good supply available if anyone was interested. The board approved for Bob to purchase more window flower boxes along with potting soil and a variety of plants to be spread throughout the building balconies. These planters are the property of Lake Park and hopefully in future years specific units will purchase their own annuals for their balconies. Bob will keep a list of the units that the window boxes are being loaned to.

The board would like Kathy to contact Kim about parking patrol, board and CMR have been receiving complaints. Barb will provide the current parking list to the board and to Kathy.

Next Meeting: June 4, 2008 at 6:30pm location to be determined.
Adjourned: Barb motions to adjourn at 8:25pm Bob 2nds, all in favor.

Revised Draft