

WOODBRIIDGE INN CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
October 26, 2010
via teleconference

I. CALL THE MEETING TO ORDER

The Woodbridge Inn Condominium Association Board of Directors Meeting was called to order by Wayne McCorkle at 6:07 p.m. via teleconference.

Board Members participating were:

Wayne McCorkle	Robin Gustafson
Paul Sakiewicz	Jim Meyer
Brad Redman	

Representing Basic Property Management were Gary Nicholds and Charles Johnson. Erika Krainz of Summit Management Resources was recording secretary.

II. APPROVE PREVIOUS MEETING MINUTES

Paul Sakiewicz made a motion to approve the September 15, 2010 Board Meeting minutes as presented. Jim Meyer seconded and the motion carried.

III. OLD BUSINESS

A. Unit 205 Status Update

This issue has been resolved. The new purchasers will be billed.

B. West Building Second Floor Issues

Charles Johnson said the old mat material was a trip hazard. The structure of the floor is sound. Charles said the mat material could not be removed until there is something to replace it. Jim Meyer felt the Board should identify a better solution. Charles said the engineer recommended a walk tread. He got a bid of about \$10,000 and could get another one. He is meeting with a Denver roofing company on Thursday to get a price for the roofs. He will ask them for recommendations and prices. Charles said he thought the mats could last through this winter. He will email the information from the second contractor to the Board. Paul Sakiewicz said the area could be opened up to provide another 150 sq. ft. of space. The vent should be removed and Charles will ask the new owners when that will occur. Paul said Mike Kerrigan is a flooring specialist and he had recommended a flooring material. He suggested getting a bid from him as well. Charles noted that they needed to make sure the flooring material would not void the roof warranty. The board would like to have pictures taken and distributed.

C. Brad Redman's Unit Issues

All issues have been resolved.

IV. NEW BUSINESS

A. Set 2011 Homeowner Meeting Date

Wayne McCorkle made a motion to hold the Homeowner Meeting on January 15, 2011. Jim Meyer seconded and the motion carried.

B. Long Term Planning

Wayne McCorkle suggesting creating a three to five year plan for the upcoming large projects along with a funding plan that can be presented to the owners at the meeting in January. He provided a preliminary spreadsheet.

Paul Sakiewicz said Mike Kerrigan was not convinced the whole metal roof needed to be replaced. Paul said he would like to see pictures of the problems or go on the roof with the contractor and have him provide an assessment. Jim Meyer said the roof had a finite life and at some point repair would no longer be effective. Charles Johnson said the bid to replace both roofs was under \$40,000 but he felt the bid was low. He was asked to take photos with the contractor on Thursday.

Charles said there were several problems with the roofs. The bichethane was not applied to the entire surface of the roof, the screws are also backing out in many areas and the metal roof that was repainted is peeling. Replacing metal panels will result in different colors. The screws could be tightened; this was last done about three years ago. Charles will speak to the contractor on Thursday about tightening the screws. He estimated the cost would be around \$500. Tightening the screws would not, however, address the lack of bichethane and the resulting leaks.

C. Restaurant Leak

Charles Johnson said there had been ongoing leaks by the chase for the pipes from the boiler room. The area was reflashed where the chase comes through the deck by Unit 215. When the restaurant ceiling was torn out, it was discovered that area was still leaking, and there were also leaks from the other two decks. The new owner had planned to start framing and putting in insulation within the next two weeks but the leaks need to be fixed first. Charles said the floors of three decks would have to be pulled up, new membrane put down and new flashing installed up the walls. Charles thinks the leak in the chase might be coming in from higher up, either from the roof or a higher deck. Charles was directed to solicit bids to repair the three decks. The board would like to have pictures taken and distributed.

A second issue was identified when the ceilings were pulled out; there are several leaking joints in the glycol lines to the units above. Mr. Tusso will have his plumber look at it and give an estimate for the repair. Charles will have a second

plumber give a bid as well. He was asked to get photos of the deck and glycol leaks.

Charles will forward the bid information to all Board members for review.

D. Heat Sensor Failure

Charles Johnson said the Fire Department had to respond to the West building because a heat sensor went off in the boiler room under the restaurant. There was no one working in the room at the time. The Fire Marshall thought the heat sensor needed to be repaired. Charles called Allied Security and they replaced it; they indicated it had been damaged but no one will take responsibility.

E. Unit 307 Outstanding Charge

Paul Sakiewicz asked if the owner had paid the outstanding invoice. Charles Johnson said Woodbridge Homeowners Association had agreed to split the cost with the owner but he was not sure if the owner had paid his portion.

F. Basic Property Management Phone System

Paul Sakiewicz said he did not like the office phone system. He usually has to leave a message and he does not always get a call back. Gary Nicholds said he was working on refining the system.

G. Delinquencies

Wayne McCorkle asked about an owner delinquency. Gary Nicholds said he would follow up with Candy Ramage.

V. SET NEXT MEETING DATE

The next Board Meeting will be scheduled in the second or third week of November.

VI. ADJOURNMENT

Wayne McCorkle thanked management and the other Board members for their efforts on the Association's behalf. The meeting was adjourned at 7:27 p.m.

Approved By: _____ Date: _____
Board Member Approval