

Woodstream Condominium Association, Inc.
Board of Directors Meeting Minutes
September 11, 2023 at 6:00 PM
Via Zoom

Board members present: Tom Payn, President, Paul Gremse, Ashraf Saad and David Minary

CPMG Staff: Debra Vickrey, AMS, PCAM - Association Manager

Meeting called to order at 6:00 PM by Tom Payn. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Approval of Board Meeting Minutes: July 19, 2023

- **Motion** to approve the minutes as presented was made by Tom Payn, seconded by Ashraf Saad and passed unanimously.

President's Report: Tom Payn

- Tom summarized the on-going projects including the lights, the staircases and the continued investigation of options for the HVAC system.

Manager's Report:

- Debra gave a summary of activities.
- She provided a status update on the process for the staircase which is in review with the City of Denver.
- Debra announced the annual meeting will be held October 18th at the clubhouse.

Contracts:

- **Motion** to approve the 2024 CPMG Management Agreement, with no increase, was made by Tom Payn, seconded by David Minary and passed unanimously.
- **Motion** to approve the Academy Arborist tree trimming proposal in the amount of \$51,610 was made by Tom Payn, seconded by David Minary and passed unanimously.
- **Motion** to approve the R&A Enterprises proposal to add an additional pole light at entrance #4 in the amount of \$8,609.50 was made by Tom Payne, seconded by David Minary and passed unanimously.

Financials/Legal:

- **Motion** to accept the July - August 2023 financials, as presented by Mayez Haider, subject to audit was made by Tom Payn, seconded by David Minary and passed unanimously.
- **Motion** to approve the 2024 Budget with a 10% dues increase was made by tom Payn, seconded by Ashraf Saad and passed unanimously.

Discussion Items: None

Architectural Requests: None

Correspondences: None

Homeowner Forum: 18 attendees

- Maintenance items were brought to the attention of the Board and CPMG.
- There were questions about the hours of operation for the laundry rooms.
- Concerns were raised about the nearby construction on Harvard Ave creating a traffic hazard around the curve area. CPMG will try to contact the contractor to do more for traffic control.
- Renumbering the parking lot was requested.

Adjournment: 6:46 PM

Board actions between meetings:

- The Board approved the Higgins Engineering proposal in the amount of \$6,294 to complete the staircase design for permitting.
- The Board approved the R&A Enterprises proposal in the amount of \$53,614.43 for the final phase of lighting improvements.
- The Board approved the Higgins Engineering proposal in the amount of \$3,130 for the design work for building O.
- The Board approved the architectural request form unit T300 to install a porch light.
- The Board approved the WDR Construction proposal in the amount of \$2,281.86 for repairs at T311.
- The Board approved the ASR Companies proposal in the amount of \$163,762.73 to cost the roofs of buildings BB & Z.

Minutes approved:



Vice-President

1/18/2024

Date