

Downtown I & II
Board Meeting Minutes
March 31, 2009

Time: 9pm
Location: 1203 G
Attending: Guy Ben-Ari, president
Tom Wehr, treasurer
Christina West, secretary

I. March Financials

The Board reviewed the March financials provided by Tilton-Bernstein and identified a list of questions to review with Richard Bernstein. *Christina will contact Richard to arrange a conference call to discuss these questions.*

II. Old Business

Light Fixture: The Board approved replacing the exterior light fixture in the Downtown II courtyard and lowering it to facilitate future replacements. Costs will come out of the General Repairs budget.

Signing Authority: *Guy will try to identify who currently has signing authority for our checking (SunTrust) and reserve (Morgan Stanley) accounts. Signing authority needs to be transferred to the current Board and Richard.*

Delinquent Accounts: Pending information from Richard regarding associated costs, the Board agreed to pursue the account that is over \$1,000 in arrears. Action will be considered against any future accounts in arrears more than \$1,000.

Window cleaning: Tilton-Bernstein has scheduled window cleanings for April 21-23. *Tom will notify owners.*

III. New Business

Dryer Vents: Christina West (1203 G) has a bird in her dryer vent. Upon examination, many of the dryer vents do not have screens on them. The Board decided to ask Tilton-Bernstein to get quotes for installing screens on all vents that do not have one.

Chimney & Dryer Vent cleaning: The Board decided to budget for chimney inspections and dryer vent cleaning in the 2010 budget. Any chimneys that need to be cleaned will be paid for by the owners. Inspections will be covered by the Association.

IV. Subcommittees

A. Windows

The windows subcommittee has been very busy, soliciting bids and quotes from several companies and visiting the showroom of one company. They recommend proceeding with Renewal by Anderson. The Board discussed the subcommittee's activity and agreed

that Anderson appears to be a superior company with options that will work. The Board authorized the subcommittee to move forward to get precise quotes from Anderson as well as detailed drawings of the options for replacement windows. The Board is willing entertain the possibility of signing a contract with Anderson for any window replacement by DTI&II owners for the next 2 to 3 years. The Board also agreed to permit owners to replace existing windows with limited modifications, but they must look similar to the existing layout and color. The number of vertical window sections cannot be altered (i.e. – if an owner currently has 3 vertical windows in one window opening, any replacement must include 3 vertical windows – they can not replace with 1 or 2 vertical windows instead of the existing 3). The Board has requested to review drawings prepared by Anderson prior to issuing final approval for any modifications. All costs for replacing windows will be borne by owners. No owner will be required to replace their windows. *Tom will communicate this to the windows subcommittee.*

B. Others

To the Board's knowledge, no other Subcommittees have met. *Guy will send a notice to each Subcommittee asking for a report on their activities for inclusion in the First Quarter report to be sent to owners this month.*

V. Adjournment

The meeting adjourned shortly after 10pm.