

**BAY CLUB BOARD OF DIRECTORS MEETING**  
**August 17, 2017**

**I. CALL TO ORDER**

The meeting was called to order at 3:00 pm.

Board members in attendance were:

Janis Taylor  
Randy Beeson  
Karlyn Vasan  
Lynn Butts  
Rick Poppe (via telephone)

Representing Summit Resort Group were Deb Borel, Kevin Lovett and site manager, Otto Reyna.

**II. APPOINTMENT OF OFFICERS**

Karyln made a motion to appoint Rick to serve the remainder of Craig Kenney's term. Lynn seconded and the motion carried. Randy made a motion to appoint Lynn as President of the Board. Karlyn seconded and the motion carried. All other Board positions will remain the same.

- Lynn – President
- Janis – Vice President
- Randy – Treasurer
- Karlyn – Secretary
- Rick Poppe - Director

**III. OWNERS FORUM**

Notice of the meeting was posted on the website.

**IV. APPROVE PREVIOUS MEETING MINUTES**

Lynn moved to approve the minutes of both July 17, 2017 Board Meetings. Karlyn seconded and the motion carried.

**V. FINANCIALS**

A. The Board reviewed the financial report as of June 30, 2017 close as follows:

- a. June 2017 close financials reports that the HOA has \$22,133.16 in Operating cash and \$62,927.96 in available Reserve cash.
- b. As of the June 2017 year-end close, the HOA was \$2,280.08 under budget in net operating income for the year. Net reserve income was positive to budget by \$10,754.79. By year end, the HOA is expected to be over budget in Reserves.
- c. There is a total of \$136,262.59 in CD's.
- d. While the balance sheet indicates that owners are late paying dues, as of the meeting date, only one owner was in arrears.
- e. The Board discussed the major areas of variances.

- f. Lucy has asked that she be paid for additional work that was approved by the Landscape Committee. After discussion, Randy made a motion to pay the amount requested from reserves. Included in the motion was that no verbal agreement will take place going forward, and that the landscape committee be disbanded. Rick seconded and the motion carried.
- g. SRG will send the painting RFP to Rick.
- h. The Board will review all bids in the future.
- i. 2017 Reserve Plan calls for painting and staining, landscape improvements, a new sign, deck work and roof repairs.
- j. The Board approved the financials as presented.

## **VI. MANAGING AGENTS REPORT**

### **A. Completed Items**

- Post meeting mailer was mailed to owners.
- Purchased a \$40,000 CD through Alpine Bank
- Registered HOA with DORA
- Two landscape beds completed by Ceres
- Lucy has moved the dirt from behind the wall
- SRG continues to work with Lucy to make sure things are doing well
- Repaired the railroad ties with the metal on the lake side of the property
- Met on site multiple times and made changes to the pathway per Board direction
- Joined some Board members at Town of Frisco to discuss options for a path
- Repaired ceiling of the garage of unit 213 from leak
- Fire alarm testing complete
- Fire sprinkler testing complete
- Obtained bids for touch up painting and staining of stairs. Contracted with DR Custom
- Negotiated with Turner Morris to keep the same price as presented several months ago, for roof repair.
- Purchased gift certificate for Bob Towne and gave him the card and certificate
- Monitored Lucy's schedule for mowing. In June, there were only 3 mows, so she was only paid \$450
- Monitored irrigation system and adjusted time as needed for optimal watering
- Sent an email to owners regarding the breaking down of boxes before placing into the dumpsters
- Sent an email to owners regarding boiler replacement. Owners are required to follow the law regarding plumbing and electrical work in units.
- Worked with Faux painter to complete interior repairs from a past sprinkler head leak in unit 102
- Met with Ron Kelley with Phoenix sprinkler to discuss options for leaking pipes in 2-bedroom unit garages. The Board reviewed the bids from Phoenix Automatic Sprinkler. Randy recommends that nothing be done now. An email will be sent to owners of two bedroom units stating not to put anything under the leaking pipes. SRG will obtain an estimated lifespan of the current piping, and place the cost in the Reserve plan.
- Sent security check forms to owners requesting their preference

- Communication with owners regarding the status of the pathway, as well as sent them a sample email for them to send to the town regarding said path.
- Send email to owners regarding window cleaning, and provided access to contractor whose unit windows were cleaned
- Met with owner of 203 to investigate the source of a past leak into his garage
- Worked with owner of 116 to obtain an inspection report from the Town of Frisco for their boiler installation.
- Backflows inspected and repaired/replaced as needed
- Placed lockbox on mechanical room door jamb by the hot tub for contractor access into mechanical rooms
- Talked to Denver Water regarding the barb wire fence that has fallen. They have removed the fence.
- Garage ceiling of unit 116 repaired.
- Removed weed bed by Virgil's path
- Working with Orkin to keep the ground squirrels at bay
- Replaced hot tub filters as old ones were beyond cleaning
- Repaired hot tub door so that it shuts properly
- Placed signs regarding sliding on the rocks

B. Pending Items

- Sign installation is pending
- Interior Modification Guideline is pending

**VII. MOTIONS VIA EMAIL**

Lynn made a motion to ratify the following motions that were made via email:

- 6/20/17 – Back flow replacement approved
- 7/17/17 – DR Custom approved to stain
- 7/27/17 – Pathway modification approved

Janis seconded and the motion carried.

**VIII. OLD BUSINESS**

- A. Pathway – Lynn asked that the path be shoveled in the winter. Pathway shoveling will be included in the RFP for snow shoveling, and bids will be obtained.
- B. Roof – The roof repairs should be complete this week or early next week.
- C. Bay Club Sign – The Sign Shoppe has changed locations, so the sign will be delayed until Spring.
- D. Re-type Bay Club Covenants and Bylaws – this will be tabled until a later meeting.
- E. Rocks on wall and island – this will be tabled until the meeting in January.
- F. The dead tree in front of 205 will be replaced. SRG will ask Neils Lunceford if it can be replaced under warranty. Otto will confirm that the irrigation is working properly in this area.

**IX. NEW BUSINESS**

- A. Signers on Bank Related Items – Randy spoke regarding this and does not want to personally sign on bank related items. Randy made a motion that Summit Resort Group is permitted to sign on behalf of the HOA. Karlyn seconded and the motion carried.

- B. Fire Pit in Basin – Randy made a motion to have the fire pit in the basin removed. Lynn seconded and the motion carried. SRG will ask Craig to remove it.
- C. Comcast Upgrade – this will be tabled until budget season
- D. Parking on Property – this topic will be placed on the agenda for the next meeting.
- E. Randy reminded the Board that service on the board is volunteer. He suggested that unless items are pressing, they not be discussed via email.

**X. NEXT MEETING DATE**

The next Board of Directors meeting will be held in January. SRG will poll board in early December for a date.

**XI. ADJOURNMENT**

With no further business, at 4:23 pm, Randy made a motion to adjourn the meeting. Lynn seconded and the motion carried.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_