

**Dillon Pines
Board of Directors Meeting
Sep 16, 2006**

Attendees: David Thompson, Doug Ostergaard, Wilma and Jim Allen, Tony Kelly, George Harrison, John Garland and Mary Kay Stewart, Bruce Harrison, Carol Bosserman

1. Review of who has votes: Wilma and Jim Allen (combined) have one vote. John and Mary Kay (combined) have one vote.
2. Review of responsibility of positions on the board:
 - a. President's role to be chief facilitator of operations of the board. No special extra powers. Primary contact person with the PM at least for this time. Others may be designated. Heavy requirement of the President is to get the attention of the Property Manager.
 - b. VP supports everyone and operates meetings, speaks for president in absence.
 - c. Secretary maintains homeowner listing. Meeting minutes. One of main POCs for receiving comments from people. This role may be quite a bit diminished. Cut at minutes as necessary. Review meeting minutes is a very important role. Primary point of contact to communicate within HOA.
 - d. Treasurer. Ultimately responsible between the bookkeeper and the board. Following in a process consistent with the budget. Watching items being presented for payment. Invoice oversight. Co-signing funds over a certain level.
 - e. Two at-large positions, to fill in to help out if people are on vacation. To be candidates to head up special projects.
 - f. All actively involved in decision making, but perhaps in the future various board members having clear areas of authority that can reduce unnecessary discussion and email traffic.
 - g. General discussion: Most of the board lives in the Denver area and it was recommended that it might be a possible to have meetings in Denver. The property manager selected as number one of the bidders also has an office in Denver.
3. Selection of officers. After discussion, the following individuals by preference or persuasion were considered for the board offices.

President: George Harrison
Vice President: Wilma & Jim VP
Treasurer: Doug Ostergaard volunteer
Secretary: David Thompson
At Large 1: Tony & Deb Kelly
At Large 2: John Garland & Mary Kay Stewart

Motion: A motion was made that the slate be accepted as proposed above.

Motion seconded.

Approved by all.

4. Doug & Linda (due to their anniversary) departed – Doug was given a copy of the spreadsheet summarizing the bids and assured the board he would support its selection. The issue of specifically including hose moving in the final bid was brought up.
5. Property Manager (PM) Selection.
 - a. Discussion: Each board member was given the bid spreadsheets that compared the bidders. George cut to the chase – discussion of by-laws/declarations update – SRG presented a competent/confident discussion that they could move us through this process. Q: Why is Peter interested in us? A: Because they were in the area and his focus was to have small fully employed work areas. Discussion from Carol was that Kevin, their Admin person had very positive recommendations from other condominiums using SRG.
 - b. Second PM was Basic Mgt. Dan Ulmer and Charles. Charles lives next door. He seemed professional and experienced. Discussion about value of knocking on the door, and Charles seemed like he would be able to do this face-to-face professionally. Big thing they all are selling is trust factor. Some mixed feelings about Dan. The one big knock about Basic Mgt however, was that Timberline presently has them as a property manager and they have apparently “fired” them. There were some problems about responsiveness to a roof project. One other thing that was mentioned was that the outside maintenance person was in Breckenridge. Basic was asked to provide references and did not.
 - c. Third PM was Key to the Rockies. We met with Andrea Sondergram from Key to the Rockies yesterday. She was down-to-earth and competent. The main concern after this interview was a little bit of the mountain attitude – they look at things but contract the work out to other people that they have established relationships with. We do know them and they are kind of our buddies, but we don’t have written contracts. Thin on staff size. Seventy five percent of their business was rentals, implying that they were not so HOA friendly. Mike the owner seemed to be their main point of expertise and his second was not experienced or sophisticated enough to actually make the needed engineering and improvement calls due to his inexperience. Jim wanted to make sure that everybody that remodels has permits. Whomever we get needs to be a good watchdog.
 - d. General Discussion.
 1. We all agreed we don’t want a PM relationship that is negative or focused on an overly directive or threatening attitude from the HOA. John recommended we be prepared to assess and re-bid at the 12 month period. David recommended that we set milestones in the upcoming year that the PM would strive to achieve. John clarified the meaning of the columns in the spreadsheets. Comments were made that two proposals were not full service PMs and two proposals were. Mary Kay stated that her/the old board’s assessment was that we needed a full service PM at this time. Further discussion

occurred about the risk of hiring a PM using a “per hour/per job” approach. We could not tell if the less expensive bids might actually exceed the costs of the full service bids once the hourly charges were added. Comment made that an hourly approach is often more expensive in the long run.

2. George stated that our suggestion from the past board’s evaluation was that SRG would be the company that we would recommend. David, did read the proposals and supports. Tony had not had opportunity to review details and will defer to the past board’s advice. Wilma and Jim stated that they are willing to work with anyone and perhaps can turn to our advantage our past relationship with Peter Schutz. George commented he had met with Peter about a month ago at lunch and was clear to Peter that George would have a hard time convincing others to continue to work with SRG. He is aware and working hard to overcome his past reputation with Resort Quest. Jim did recall his relationship with Resort Quest but was supportive of trying again. Mary Kay pointed out that we’d like to include that we need to approve the on-site manager as SRG had not specified who the on-site manager was to be.

Motion: SRG is the board’s first choice and we would further negotiate with them toward a final contract.

Seconded.

Approved by all.

6. Next order of business how to proceed from here and negotiate a contract.
 - a. Contact SRG and request their standard contract. – Action President. This afternoon.
 - b. Not contact all other bidders until approximately one week during which we will finalize the contract or find an irresolvable difficulty with SRC – the president will advise the non-successful bidders they were not our first choice in approximately one week. Action President. Due approximately one week.
 - c. All board members review contract and mark additions and send them to David. President will send out and give the board 2 days.
 - d. All board members begin now to list other concerns not identified in the contract. (Two days)
 - e. Secretary will consolidate and resend to President/Board/propose a conference call.
 - f. (Mary Kay pointed out that Lary Milner will continue to look at our insurance contracts even though no longer a board member.)

Q: Can SRG begin work?
A: He can prepare and make discussions, etc., at no obligation.
7. After this contract is finalized we will need to reconvene/do next steps discussion. Goal is to complete this in the next week/10 days.

8. Minutes. Send out draft out to all homeowners from the annual. Distribute the Board minutes to the board. David will get drafts from John. David will distribute drafts and modify for final. Suggestion was made to highlight the 10% increase. Doug Ostergaard will take action to finalize what this means on specific dues with Bruce and to communicate to the membership. ACTION: Doug lead and Bruce support to send this information.
9. George ACTION to notify all the homeowners of the new board, pursuit of new property manager, and increase in dues. Remind them we do not have security checks in the interim.
10. No other business, moved to adjourn. Adjourned.

REVIEWED/APPROVED