

MINUTES OF THE BOARD MEETING  
OF THE ANCHORAGE WEST ASSOCIATION

October 25th, 2014

I. Call to Order

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 3:00 pm on Saturday, October 25th, 2014, present via telephone were Jim Sebben, Melissa Barrett, Dale Hill, Tim Aylott, and Nancy Gardner. Peter Schutz from Summit Resort Group attended via telephone. Kevin Lovett, and Michael Kellett were present in office, from Summit Resort Group. A quorum was present.

II. Owners Forum

Notice of meeting was posted on the website. No owners, other than board members, were present.

III. Review and Approve Minutes from July 11, 2014 and July 12, 2014 Board Meetings

Jim made a motion to approve the minutes from the July 11, 2014 and July 12, 2014 board meetings. With one change to the adjournment time of the post annual board meeting, Tim seconded and the motion carried.

IV. Financials

The Board and Management reviewed financials as follows:

Financial Report as of September 30, 2014

- September 30, 2014 close financials report that the association has \$9,524.48 in Operating and \$80,523.94 in Reserves.
- September financials report \$477 under budget in YTD financials.
- All reserve contributions are current.
- All owners are current on dues payments.
- The Board and Management discussed special assessment payments. As of October 16<sup>th</sup>, three Units have not paid the “first round” of assessments due. The Board instructed SRG to assess late fees as necessary.

Areas of major variance were reviewed to include:

- 501- Management fee- \$2,000 under budget; it was noted SRG made a management fee reduction gesture coinciding with the site manager transition
- 504- Water and sewer-\$1,127 under budget
- 515- Building maintenance- \$2,576 over budget; expense line items associated with this account line item overage include:\$1,692 D.R. Custom painting, Stucco repairs. \$713 New pool gate locks
- 530- Grounds maintenance- \$2,480 over budget; expense line items associated with this account line item overage include: (\$2,180 tree topping and mulching service, \$600 spring boat pull out, \$800 Voles mitigation service)
- 570- Property taxes- \$1,430 under budget
- 635- Contingency- \$1,242 under budget

V. Managing Agents Report

SRG presented the following managing agents report items:

Complete Items

- Boat lot drainage project

- Carport repair project
- Exterior painting to include metal fence around the pool area, chimney flues, stucco repairs and other miscellaneous painting items
- Tree trimming
- Roof repairs
- Pool area lock replacement, key distribution
- Replaced doors to bike shed

Spring 2015 future projects discussed consisted of:

- Extensive exterior painting- scope TBD after post-winter assessment.
- Painting of boat lot fence and entire white wall of carport.
- Exterior painting of unit deck railings Units to be assessed and number of units requiring action TBD in spring.
- Stair tread replacements. Products bought and stored for spring completion.

Report Items

- Boats have been stored for the winter, and organized to obtain the most lot space for snow storage, and parking spaces in the lot.
- Snowhaul- In the event of another heavy snow year, snowhaul from the upper lot where boats are stored will be done to free additional parking spaces and alleviate pressure from structure.
- It was decided to send mailer to owners with photos of the repairs made to carport and the pros of completing the project.

Pending Items

- Siding “draft prevention” work bracket

#### VI. Ratify Actions Via Email

Dale made a motion to approve the following actions approved via email:

- 7-21-14 DRS contract approvals for boat lot drainage and carport work
- 9-8-14 DRS carport repair change order approval
- 9-10-14 and 10-16-14 approvals for DRS payment
- 10-8-14 unit 91 remodel approval
- 10-8-14 snow plow contractor selection for 2014-15
- 10-21-14 unit 81 remodel request.

Melissa seconded and the motion carried.

#### VII. Old Business

There were no old business to discuss.

#### VIII. New Business

- The Board discussed the letter recently sent to the owners by Richard O'Brien requesting corrections to the published 2014 annual meeting minutes. The membership will have an opportunity to address his proposed changes at the 2015 annual meeting when we ask for approval of the 2014 minutes. The board has decided to send Richard a letter stating the project has been completed in accordance to votes by the owners and therefore there would be no further communications with Richard on the subject. Richard was given the floor at our 2014 meeting to present his opposition to the carport repair project. Thereafter, it was agreed to proceed with the project as planned. Privacy laws prevent SRG from giving out members' e-mail addresses without their approval. However,

unit ownership is a matter of public record and therefore, Richard was provided with mailing addresses. Our annual meeting minutes are provided to us by a third party and, as such, we have no "actual minutes" to give out other than the published ones.

IX. Next Meeting Date

The next meeting will be the Board meeting set for January 9<sup>th</sup>. Kevin will email the board to discuss appropriate time for the meeting to be held.

X. Adjournment

At 3:36 pm, Dale made a motion to adjourn. Tim seconded and the motion carried.

Approved by: \_\_\_\_\_  
Board Member Approval

\_\_\_\_\_  
Date