

**BROOKFOREST HOA MEETING
VIA TELECONFERENCE CALL
12 NOON MTN
3-30-11**

The purpose of the meeting is to go over the contract with Summit Resort Group (hereafter referred to as SRG) reviewing responsibilities of the HOA and SRG and to approve the contract as is or amended. In addition, the board wanted to talk further about the roof snow load on the buildings and the possible mitigation of ice danger from falling snow and ice.

The meeting was called to order at 12 noon. Attending via teleconference were: Dan Doran, Kevin Lovett, Peter Schutz, Jocelyn Banks, LuAnn Tinkey, Michelle Becker, and Colleen O'Conner.

1. The contract was amended to clarify that the Fidelity bond was 100K, not 50 K. There was an item by item review of tasks with special attention given to responsibility assignment for each item. Checking the fire extinguishers is an HOA responsibility but no one has been doing this. There was agreement to move the responsibility to SRG and they will contact a fire extinguisher service to check the extinguisher once each year.
2. Under Exhibit B responsibilities there was general agreement that it is okay as delegated. Jocelyn will put out ice melt containers for use in hazardous ice conditions. It was noted by the board that Jocelyn prefers to apply the ice melt since using too much or applying it inappropriately sometimes just makes the situation worse. Residents should apply the ice melt sparingly.
3. There is a 3% increase in SRG management fees noted.

Dan moved that the amended contract be accepted. Michelle seconded the motion. Motion was passed.

There was a discussion about the bid from Turner – Morris to install heat tape, gutters, and snow bars to help minimize the danger from falling ice/snow in the front of buildings 140 and 130. The heat tape costs approx. 1\$/foot/month in energy costs. It would be needed if gutters were put in since the weight of the snow would breakdown the gutters without melting the snow first. Could we install the snow bars without the gutters and heat tape? Kevin will discuss this possibility with Turner Morris and the engineer. Would snow bars create the need to shovel the roof? Also a discussion question for the company and engineer.

There was a short discussion about hiring the structural engineer for 3-4 hours to assess the snow load on the roof. The engineer charges \$125/hr. It was moved, seconded and approved to spend the money in order to get an accurate picture of our roof load capacity. At this point, the bid and engineering report are being done as an investigative action.

The meeting was adjourned at 12.40 PM by Dan Doran, President.