

**BACK COUNTRY CABINS
BOARD OF DIRECTORS MEETING
September 25, 2017**

I. CALL TO ORDER

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

Board members present in person were Joel Pins and Pete Campbell. Sean Serell attended via telephone. A quorum was reached.

Representing Summit Resort Group was Kevin Lovett.

II. OWNERS FORUM

Notice of the meeting was posted on the website. No Owners other than Board members were present.

IV. APPROVE PREVIOUS MEETING MINUTES

Joel Pins made a motion to waive the reading of the minutes and approve the minutes of the June 1, 2017 Board Meeting with a change to section G 1. Sean seconded and the motion carried.

V. FINANCIAL REPORT

Financials were reviewed as follows:

Year to Date Financials;

August 31, 2017 close balance sheet reports \$3,976 in Operating, \$20,238 in reserves and \$2,025 in deck reserves.

August 2017 profit and loss reports \$15,550 of actual expenditures vs. \$15,167 of budgeted expenditures.

2017 Budget;

The 2017 operating budget was reviewed. It was noted that due to expenses associated with the internet system and security system improvements, the budget was calling for a \$3719 yearend deficit.

Special Assessment;

In order to recoup expenses associated with the internet system and security system installation, the Board discussed implementing a onetime special assessment. It was noted that the new TV system install is also likely to be approved and that the initial install of the TV system should also be included. Upon discussion, Joel moved to do a onetime special assessment to recoup the installation costs for the Internet, Security and TV system installations; Pete seconds and the motion passed. The special assessment will be billed on an equal unit amount basis (rather than per square footage basis).

2018 Budget;

The 2018 draft budget was presented. Expense and revenue line items were reviewed. It was noted that ongoing monthly costs associated with Internet, Security and TV will be billed on an equal per unit basis; all other expenses to continue to be billed on per square foot percentage allocation basis. SRG will make revisions as discussed and email to the Board for review.

Reserve Funding/ Reserve Budget;

The Reserve budget and reserve funding was discussed. SRG will work to transpose information from the reserve study into an XCEL spreadsheet "budget" format.

VI. MANAGING AGENT'S REPORT

Kevin Lovett reported on the following:

Management Transition Status;

- Fiscal; Accounting transition is complete
- Site items; SRG personell are becoming familiar with the property

Owner communications sent; Various email communications have been sent to Owners to include:

- internet/ security system and tv sytem updates
- flower box planter reminders
- tree treatment / landscape project/ weed spray notifications
- new approved rules
- parking/ passes and car registration reminder
- trash usage reminder

VII. RATIFY ACTIONS VIA EMAIL

Pete moved to ratify the following action completed via email:

7-18-17 Drainage Swale Improvement project; approved

Joel seconds and the motion passed.

VIII. OLD BUSINESS

The following Old Business items were discussed:

General BCC Updates; Joel reported on the following items:

-Landscape projects; landscape projects for 2017 complete to include tree spraying, drainage swale improvements and exposed irrigation lne bury.

-Painting projects; overall all paint and stain in good condition. Some minor touch ups will take place either this Fall or Spring of 2018 to incldue south facing exposures, metal stairs, parapets and fences.

-Sundial; the installation of the Sundial internet system and security camera system are complete. Five of the six units are thus far in favor of adding the Sundial TV system. Joel will follow up and will report to the Board.

-Chimney roof fix; repairs to the roof/ chimney are complete.

-Signage, reflective unit number signs; reflective signage was installed where necessary

-Innovative Energy convert envoy to wifi; the conversion of the Enphase to wifi reporting by Innovative Energy was pending.

-Trash enclosure; the construction of the new trash enclosure is pending.

-Picnic Table; Joel has found a new picnic table at Lowes. SRG will help with pick up and delivery of table in Spring 2018.

Insurance policy; It was noted that the HOA insurance policy was renewed with polic period running 7-1-17 through 7-1-18

IX. NEW BUSINESS

The following New Business items were discussed:

Fall items; The following “fall / winter prep” items were discussed:

- Irrigation blow out; Joel will blow out the irrigation system
- Gutter cleaning; gutters are currently clean.
- Heat tape activation; heat tape will be activated as needed
- Snow plow plans; Russ Wolfe is lined up for snow plowing services this winter
- Water spigot caps; Joel will install the neccessasry water spigot caps

Parking lot striping; SRG will coordinate the striping of the parking lot.

Annual Owner Meeting 2017; the annual owner meeting will be held on Thursday November 9· 2017 at 5:00 pm MTN. SRG will prepare the annual meeting notification mailer and send to the Board for review. The meeting notification mailer will be sent to the Owners on October 9th.

X. ADJOURNMENT

The meeting was adjourned at 11:35 a.m.

Approved By: _____ Date: _____
Board Member Signature