

CEDAR LODGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 17, 2015

I. Call to Order

The meeting was called to order at 10:04 am. Board members in attendance via Skype were Steve Konecny, Angela Burdick and Shannon Lamkin. Mel Walden attended in person. Representing SRG were Kevin Lovett, Deb Borel and site manager, Chris Trettel. Peter Schutz attended via Skype.

II. Roll Call/Quorum – A quorum was present. Notice was posted on the website and on site at Cedar Lodge.

III. Owners Forum –Homeowner, Bruce Rindahl was also present via Skype.

IV. Approval of Minutes - The next item of business was the review of the November 15, 2014 Board meeting minutes. **Angela made a motion to approve the meeting minutes as written. Mel seconded and with all in favor, the motion carried.**

V. Financial Report – Deb reported on the December 2014 fiscal year close financials as follows:

- ❑ December 2014 Balance sheet reports \$8,755.48 in operating, \$61,287.87 in the reserve account and \$4,858.63 in the hot tub account.
- ❑ December 2014 P &L states that Cedar Lodge is \$4,189 over budget year to date in operating expenses. It was noted that all Reserve contributions were made by fiscal year end close.
- ❑ SRG and the Board reviewed the major areas of variance.
 - Water and Sewer - \$986 over
 - Landscaping and Grounds Maintenance – over budget \$1,744.
 - \$350 parking lot striping
 - \$1,027 for weed prune, mulch and dead tree removal
 - Snow Removal - \$2,625 over
 - Repairs and Maintenance - \$1,607 under
 - Trash - \$952 over
- ❑ All owners are current with dues. Mel pointed out that several owners have pre-paid their dues, which is a positive for the operating account balance.
- ❑ The Board discussed the items that had been expensed from Miscellaneous in 2014. Angela questioned the Christmas bonus expense. Steve commented that in past years, he has approved a Christmas bonus in the amount of \$50 each for Deb, Kevin and Chris. He asked how the board how they would like this to be addressed in the future.
 - Angela stated that it is a financial decision and should be addressed by the Board on an annual basis, and should be a board decision. She would like to determine the amount annually.
 - Mel stated that in previous years, the association President has made the decision regarding Christmas bonuses. This practice existed before Mel was on the board. On occasion, the board has discussed the amount but the authority has been left with the President of the association.
 - **Shannon made a motion that a separate line item will be added for Christmas bonuses beginning in 2015. For 2015, \$150 will be placed into this account. The Board will approve bonuses annually. Angela seconded and the motion carried.**
 - **The financials were approved as presented.**

VI. Managing Agents Report – Deb presented the following Manager's Report:

Completed Items

- ☐ No Smoking signs have been hung on all garage entrances.
- ☐ 2015 Dues Mailer has been sent to the Owners.

Report Items

- ☐ Fireplace inspections will be done in the spring.
- ☐ Windows at the end of the hallways - \$1,581.87 each – Mel stated that the cost is more expensive than he thought it would be. He would like to keep it on the agenda for 2015. **Mel made a motion to table this item. Shannon seconded and the motion carried.** Shannon feels that the roof replacement should be the first priority, and the windows second.
- ☐ Deb reported that the east roof heater was not working properly. Upon inspection, it was determined that the wind in the fall blew the metal cover off and the electronic ignition module needed to be replaced. Hilco has replaced the metal and the electronic ignition switch. In addition, the west roof heater needed a new relay and it has been replaced. The total cost for both repairs will be approximately \$600.
- ☐ The fire safety inspection at Cedar Lodge was completed in November. It was reported that the association must install a separate designated phone line in the elevator in case there is an emergency. Century Link has installed the line. The monthly fee should be around \$18.53 plus tax.

VII. Old Business

A. Storage Locker Report – Three lockers are currently rented – One large one and two medium ones. Projected income for 2015 is \$1,400. This will increase by \$600 if the other large closet is rented.

VIII. Ratify Board Actions via Email

There have been no Board actions via email since the last Board meeting.

IX. New Business

A. The Board terms of Mel, Steve and Shannon are up for election at this year's annual meeting.

- i. Steve is willing to serve another term.
- ii. Mel is not planning to be on the board for another term, but if needed, he has agreed to stay on.
- iii. Shannon is willing to stay on the Board for another term.
- iv. Steve encouraged the board and management to determine interest of owners for board membership.

X. Next meeting date – The next Cedar Lodge Board of Directors meeting will be held on Saturday, April 25, 2015 at 10:00 am.

XI. Adjournment – Mel made a motion to adjourn at 10:36 am. Angela seconded and with all in favor, the motion carried.

Approved By: _____

Board Member Signature

Date: _____