

CEDAR LODGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
April 23, 2016

**I. Call to Order**

The meeting was called to order at 10:00 am. Steve Konecny, Mel Walden, Angela Burdick and Brennan Arnold were in attendance in person. Shannon Lamkin attended via teleconference. Representing SRG were Deb Borel, Kevin Lovett and site manager, Otto Reyna.

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

**III. Owners Forum** – Homeowner of unit 215, Kingsley, was present to discuss an issue with another owner. This will be discussed in Executive Session.

**IV. Approval of Minutes** - The next item of business was the review of the January 16, 2016 Board meeting minutes. **Mel made a motion to approve the minutes as presented. Brennan seconded and the motion carried.**

**V. Financial Report** – Deb reported on the March 31, 2016 close financials as follows:

- ❑ March 2016 Balance sheet reports \$12,979.50 in operating, \$81,414.48 in the reserve account and \$6,974.48 in the hot tub account. All Owners are current with dues, and several have prepaid.
- ❑ March 2016 P & L states that Cedar Lodge is \$2,837 under budget year to date in operating expenses.
- ❑ All 2016 Reserve contributions have been made as of March 2016 close.
- ❑ SRG and the Board reviewed the major areas of variance.
- ❑ 2016 Capital Expenditures
  - Stain East side of building - \$2,000
  - Asphalt crack fill, seal coat and striping - \$3,000
  - Building rekey - \$1,322
  - Audit - \$4,000

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

**Completed Items**

- ❑ Light by dumpster has been repaired.
- ❑ Outside lights on third floor were not working properly. They have been repaired. The lights are on a timer, and owners do not like them on all night long. SRG has set the timer to have the lights on from 8-10 pm. The time that the lights are on will be changed as the length of daylight changes.

**Report Items**

- ❑ Otto Reyna is the new site manager for Cedar Lodge
- ❑ Insurance is being billed monthly instead of annually
- ❑ Elevator passed inspection with no repairs needed
- ❑ Unit 305 sold for \$210,000.

**VII. Old Business**

- A. Storage Locker Report – Three lockers are currently rented – Two large ones and one medium one. There has been interest shown for the other medium closet.
- B. Gas Distribution Center – Frisco Fireplace reports the following:
  - a. \$12,581.19 to bring gas line from roof area above their fireplace to the meter location on each deck. Owner would pay \$599.10 if interested in this.
  - b. \$10,761.33 to install distribution center. This would be the expense for the association.
  - c. The Board agreed that this would be tabled until the annual meeting. On the proxy, Owners will be asked if they would be in favor of this. This topic will be placed on the Agenda for the Annual Meeting as well.
  - d. SRG will determine what the Declaration states about assessing only some of the Owners for projects that would not affect everyone.
- C. Audit – The last audit was done in 2007. This will be discussed at the Annual Meeting. SRG will determine the cost for a review vs. an audit.
- D. Parking Space Reallocation – The Board reviewed Armando's recommendation for the parking lot remodel. This will also be placed on the proxy for the annual meeting to determine Owner interest and discussed at the Annual meeting by Owners present.
- E. Meeting Minute Detail – The Board agreed that meeting minutes will include details of motions, but not the discussion leading up to the motion.
- F. Meeting Frequency – The Board agreed to conduct three meetings annually. The meetings will be held in April, June (Annual Meeting) and October (Budget Meeting). Only the Annual meeting date will be set in advance. Other meeting dates will be set when convenient for Board members and SRG.
- G. Go to Meeting Option – SRG will determine how this works and consider it for meetings.

#### **VIII. Ratify Board Actions via Email**

**Brennan made a motion to approve the following actions via email that have taken place since the last meeting.**

3/11/16 – 2015 tax return approval

3/11/16 – insurance renewal with Farmers Insurance

**Mel seconded and the motion carried.**

#### **IX. New Business**

- A. Painting Bids – The Board reviewed the painting bids for the east side of the building. **Mel made motion to hire Summit Color Service to complete the work this summer. Brennan seconded and the motion carried.** SRG will confirm that the correct stain will be used, and that the work will not be done on a holiday week. SRG will also ask the contractor to look at the back side of the building to get an opinion as to whether or not it should be stained next summer. The condition of the building stain will be assessed annually to determine needs.
- B. Annual Meeting 2016
  - i. Packet Review –
    - 1. SRG will edit the cover letter to reflect 2 vacant positions
    - 2. Proxy will reflect information regarding the gas distribution center and parking lot remodel.

- ii. June 4, 2016 at 10:00 am – Mel will be recognized for his service on the Board.
- iii. Cedar Lodge Owners Lounge
- iv. Notice to be sent to Owners on May 4, 2016
- C. Cedar Lodge Unit Remodel Request – Board would like to be aware if a remodel is being done. Permits will need to be required if moving plumbing or electrical. Owners will be reminded that work can only take place between the hours of 8:00 am and 5:00 pm.

**X. Executive Session**

- A. The Board went into Executive Session at 11:49 am to discuss an Owner issue.
- B. SRG continues to keep all documentation on file regarding all Association violations and warnings.
- C. Before the next Board meeting, the Board and SRG will review the Collection Policy and Rules Enforcement Policy.

**XI. Next meeting date** – The next Cedar Lodge Board of Directors meeting will be held prior to the Annual meeting on Saturday, June 4, 2016, 2015 at 9:00 am in the Cedar Lodge Owners Lounge.

**XII. Adjournment** – Angela made a motion to adjourn at 12:15 am. Mel seconded and with all in favor, the motion carried.

Approved By: \_\_\_\_\_  
Board Member Signature

Date: \_\_\_\_\_