

CEDAR LODGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
April 25, 2015

I. Call to Order

The meeting was called to order at 10:06 am. Board members in attendance via telephone were Steve Konecny and Shannon Lamkin. Angela Burdick and Mel Walden attended in person. Representing SRG were Deb Borel, Michael Kellett, and site manager, Chris Trettel.

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. Bruce expressed concern regarding the rekeying of the building and what steps were taken for the rekey. Deb explained the reason that the complex was rekeyed to a new Master key system. All locks in the building have been rekeyed with the exception of one.

IV. Approval of Minutes - The next item of business was the review of the January 17, 2015 Board meeting minutes. **Angela made a motion to approve the meeting minutes as written. Shannon seconded and with all in favor, the motion carried.**

V. Financial Report – Deb reported on the March 31, 2015 close financials as follows:

- ☐ March 2015 Balance sheet reports \$10,072.51 in operating, \$63,624.49 in the reserve account and \$5,141.14 in the hot tub account.
- ☐ March 2015 P & L states that Cedar Lodge is \$3,483 under budget year to date in operating expenses. It was noted that \$2,314 is owed to the reserve account and \$140 is owed to the hot tub reserve account.
- ☐ SRG and the Board reviewed the major areas of variance.
- ☐ SRG and the Board discussed the reason that the contribution to the reserve account and hot tub reserve account had not been made.
- ☐ Most owners are current with dues. Late fees are being assessed.
- ☐ The goal is to have the reserve contributions caught up by the annual meeting.
- ☐ SRG will make suggestions at the next meeting on how to address the lack of ability to make reserve contributions regularly.
- ☐ The 2014 taxes have been filed and nothing is owed.

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

Completed Items

- ☐ Roof Inspection is complete.
- ☐ Garage has been power washed.
- ☐ The grill has been placed for the summer.
- ☐ The building has been re-keyed.

Report Items

- ☐ The hot tub will be closed for the summer on May 1, 2015
- ☐ The access code will be changed in the spring.
- ☐ Before the annual meeting, SRG will have the carpets cleaned and the building deep cleaned.
- ☐ Fireplace inspections will be done in the spring.

Pending Items

- Spring Clean up
 - Remove snow stakes
 - Removal of parking spot posts
 - Irrigation start up

VII. Old Business

- A. Storage Locker Report – Three lockers are currently rented – One large one and two medium ones.

VIII. Ratify Board Actions via Email

Mel made a motion to approve the following actions that were made via email since the last meeting.

- 2/15/15 – Approval to rekey the building
- 3/13/15 – Approval to accept tax return and Farmers Insurance

Angela seconded and the motion carried.

IX. New Business

- A. Roof Inspection Report – The Board reviewed the roof inspection report. **Angela made a motion to do the roof repairs as presented. Mel seconded and the motion carried.** SRG will determine what corner it was and let the board know. SRG will give a roof report and update to the owners at the annual meeting regarding life expectancy, etc.
- B. Carpet Cleaning – **Angela made a motion that the association has the carpets cleaned in their entirety. Mel seconded and with all in favor, the motion carried.**
- C. Staining – The Board reviewed bids for staining the East side of the building. **Angela made a motion to have DR Custom completing the staining of the East side of the building. Mel seconded.** Discussion followed. Mel suggested that since the stain on the building looks very good, this year be skipped and the East side completed next year. If, after next year, the stain still looks good on all four sides of the building, the staining will be on a five-year cycle. **Angela withdrew her motion. Mel made a motion to not stain this year, but stain it next year and continue the rotation next year on a five year schedule. Angela seconded and the motion carried.**
- D. HB1254 – Beginning in 2015, there is new legislation that requires Management Companies to disclose their fees to the Board of Directors. SRG presented the Management Fee Disclosure to the Board.
- E. Annual Meeting – The Board reviewed the Annual Meeting Notice that will be mailed to owners on May 6, 2015. One change was made to the letter and contact information was changed for some of the Board members.
- F. Parking lot striping – SRG will get bids for striping and send to board for approval.
- G. Angela suggested making parking spaces out front bigger. SRG will determine the property line is and forward it to the board and determine if this would be possible.
- H. Steve and SRG will work together to put together a fiscal study for the annual meeting.

- X. **Next meeting date** – The next Cedar Lodge Board of Directors meeting will be held on Saturday, June 6, 2015 at 9:00 am, prior to the Annual Meeting.

XI. Adjournment – Mel made a motion to adjourn at 11:18 am. Shannon seconded and with all in favor, the motion carried.

Approved By: _____
Board Member Signature

Date: _____