CEDAR LODGE CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING
September 15, 2018

I. **Call to Order**

The meeting was called to order at 9:01 am. Shannon Lamkin, Kristin Decker, Brennan Arnold and Roger Gooch (via telephone) were in attendance. Representing SRG were Deb Borel 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** – Owner, Mel Walden, was present.

IV. **Approval of Minutes** - The next item of business was the review of the June 9, 2018 pre and post annual meeting board meeting minutes. The minutes will be approved through the ratification of the actions via email under VII on the agenda.

V. **Financial Report** – Deb reported on the financials as follows:
- ❑ July 31, 2018 balance sheet reports $21,177.08 in operating and $100,824.93 in reserves. The hot tub account has $10,939.54.
- ❑ July 2018 P & L states that Cedar Lodge is $1,982 under budget year to date in operating expenses.
- ❑ All 2018 reserve contributions are current.
- ❑ SRG and the board reviewed the major areas of variance, the largest one being contingency, which is $1,918 under budget.

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

Completed Items:

- ❑ The clubhouse lock has been replaced.
- ❑ The roof report from Criterium – Cona Engineers – is complete and a copy was included in the board meeting packet for review.
- ❑ The WIFI in the clubhouse has been password protected.
- ❑ The recommended roof repairs have been completed by Turner Morris.
- ❑ The fire alarm testing is complete.

Pending Items

- ❑ Jody Kenny and Deb Borel were to meet as follow-up to the annual meeting regarding remote meeting options. The board agreed that the Jabra Bluetooth communication device that SRG purchased would be sufficient for remote attendance at meetings.

Report Items

❑   The hot tub will close on May 1 and reopen on November 1

VII.   **Ratify Board Actions via Email**
Shannon made a motion to approve the following actions that have been made via email since the last Board meeting.
❑ 06/18/18 – Approval of Minutes from the June 9, 2018 Board Meetings
❑ 09/10/18 – Appointment of Roger Gooch

Kristin seconded, and the motion carried.

VIII.   **Old Business**
A. Storage Locker Report – All storage lockers are currently rented.

IX.   **New Business**
A. Bylaw Amendment – The board reviewed the current Amended and Restated Bylaws of Cedar Lodge regarding the number of board meetings that are required to be held annually. Article IV.11 states "Regular Meetings of the Board of Managers may be held at such a time and place as shall be determined, from time to time, by a majority of the Managers, but such meetings shall be held at least quarterly during each fiscal year." **Shannon made a motion to amend the bylaws to read "Regular Meetings of the Board of Managers may be held at such a time and place as shall be determined, from time to time, by a majority of the Managers, but such meetings shall be held at least three times during each fiscal year." Kristin seconded, and the motion carried.**
B. Laundry Room Hours – Roger asked if the board would consider changing the laundry room hours to close at 11:00 pm. Deb stated that someone is hired to lock the laundry room doors at 10:00 pm every night at Cedar Lodge, as well as two other complexes in Frisco. Due to this and taking into consideration the units that are across from the laundry rooms, the hours will not be changed.
C. Hot Tub – Roger recommended hiring Kaupas Water to confirm that the impeller is working properly in the hot tub. SRG will ask The Hot Tub Company to confirm that it is working properly.
D. SRG will obtain a bid to remove the two pine trees in front of the building, as they are dying.

X.   **Next meeting date** – The next Cedar Lodge Board of Directors meeting will be held on Saturday, November 17, 2018 at 10:00 am.

XI.   **Adjournment** – Shannon made a motion to adjourn at 9:33 am. Kristin seconded, and the motion carried.

Approved By: _____ Date" _____
                     Board Member Signature