

**Dillon Pines  
Board of Directors Meeting  
December 3, 2013**

Board members present via telephone were Doug Ostergaard, Carol Bosserman, Tori Gustafson and Kathleen Kelble. Present in person was Charlotte Jacobsen. A quorum was present.

Representing Summit Resort Group in person were Kevin Lovett and Deb Borel. Peter Schutz attended via telephone.

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**I. Call to Order**

The meeting was called to order at 4:18 p.m.

**II. Owners' Forum**

It was noted that the meeting notice was posted on the website.

**III. Approve Minutes from previous Board Meetings** – The Board reviewed the minutes from the October 2, 2013 Board meeting. Doug had one change with the wording in section V. Doug made a motion to approve the minutes from the October 2, 2013 meeting with the change. Charlotte seconded and the motion carried.

**IV. Financial Review**

SRG reported on October 31, 2103 financials as follows:

October 31, 2013 Close

October 31, 2013 close financials report \$7,956.22 in Operating and \$44,179.95 in Reserves.

October 31, 2013 Profit and Loss statement reports that the association is \$8,738 over budget. Legal is the main area of over budget. This is due to collection actions. All 2013 reserve contributions have been made to date.

2014 Budget – mailer was sent to owners. There was only one comment on the dues increase and after explanation from SRG, the owners understood. New dues billing will go to owners on January 1, 2014.

Status of S-6 – Report received from attorney was stated as follows. To date, no dues payment has been received from S6. Owner has not paid his mortgage, so on November 6, 2013, Suntrust has filed their motion for relief of stay. On November 22, 2013, the owner of S6 filed a self-prepared response. Unless the court requires a hearing on the Motion, it is likely that an Order will issue this week. Suntrust will be able to continue their Public Trustee Sale after the stay is lifted.

**V. Managing Agents Report**

SRG gave the following managing agents report:

Completed Items

- Sent Post Meeting Mailer to Owners

- Snow Removal Contract in place with Smokey Mountain Services
- Roof gutter drains cleaned out
- Heat tape addition to gutter by S-12 complete
- Roof repairs are underway and should be completed this week.
- Individual Unit chimney caps and Chimney/ Roof work to be addressed – SRG reported that per the report from Turner Morris, the units with the missing chimney caps are N9 and S2. The unit where the Durolast roof was modified at the interface with the chimney is Unit S1. Each repair is approximately \$200 and the Board agreed to have the expense rebilled to each individual Owner. SRG will work with the owners of all units to collect payment for the repair work that needs to be completed. SRG will speak with the Owners and report back to the Board.

#### **VI. Old Business**

##### **A. Governing Documents and Policies –**

Bylaw Amendments – the Board reviewed the Bylaw Amendments prepared per discussion at the October 2013 Board meeting. The Board will review the Amendments and vote will be taken via email during the week of December 9<sup>th</sup> through 13<sup>th</sup>. The vote will be ratified at the next Board meeting.

In addition, the Board discussed the Revised Collection Policy, the Revised Records Inspection Policy and a new policy the attorney recommended to have in place, the Insurance Claim Deductible Policy.

The Board will review the Policies and vote will be taken via email during the week of December 9<sup>th</sup> through 13<sup>th</sup>. The vote will be ratified at the next Board meeting

#### **VII. Ratify Board Actions via email**

Doug made a motion to ratify the action of contracting Smokey Mountain Services for the 2013-2014 snow removal. Charlotte seconded and the motion carried.

#### **VIII. New Business**

A. Governing Document and Policy Review – discussed above.

B. S-5 Update – Doug updated the Board as to the status of S5. The previous owner has filed an amended complaint. SRG will continue to keep the board updated as things progress.

#### **IV. Next Meeting Date**

The next Board of Directors meeting will be held on January 21, 2014 at 4:00 pm at the office of Summit Resort Group.

#### **V. Adjournment**

Doug made a motion to adjourn at 5:03 pm. Charlotte seconded and the motion carried.

Approved by:\_\_\_\_\_

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