

Dillon Pines Apartment Association
Board of Director Meeting
12-3-08
Conference call

I. Call to Order / Quorum

II. Owners Forum

III. Review and approve minutes from 8-27-08 and 9-20-08 (post annual) Board meetings

IV. Financials

A. Year to date Financial review

B. 2009 budget / dues notification mailer

C. Special assessment billing plan

V. Managing Agents Report

Completed Items

New site manager

VI. Old Business

A. Status and update on Governing Documents

-Planning for “next steps”

B. Capital Projects 2009

-Irrigation, water source

-Shed replacement

-Small boat rack install

C. Windows, Doors

VI. New Business

IX. Next meeting date

X. Adjournment

Minutes

I. Call to order –The meeting was called to order at 5:30 pm. Tori Gustafson, George Harrison, Kathleen Kelble, Doug Ostergaard and Mary Kay Stewart participated via telephone on behalf of the Dillon Pines Association. Kevin Lovett and Peter Schutz were present for Summit Resort Group.

II. Owners Forum – The meeting was advertised on the website and notification was sent to all owners via email. No Owners other than Board members participated.

III. Review and Approve Minutes from the 8-27-08 and 9-20-08 Board meetings. The minutes were reviewed and approved.

IV. Financials

Kevin Lovett with SRG presented the following financial report.

October 31, 2008 Close

October 31, 2008 close financials report \$8443.78 in Operating and \$35,231.05 in Reserves.

October 31, 2008 Profit and Loss statement reports that Dillon Pines is \$791.99 over budget in year to date operating expenses.

The main area of over expenditure is acct 525 Landscape which is largely due to the \$1600 tree removal expense.

A/R – S-5 continues to be 3 mos late; however, they are coming monthly and making payments. They owe \$1097 currently. If no payment received by Dec 15th, the account will be turned over to an attorney. Tori Gustafson presented the idea of staggering the late fee rates to increase that amount of the fine as the late period grows. The Board will look into this. Mary Kay suggested that all rules be strictly enforced to the letter and in a very timely fashion by SRG and the board not waste time discussing how to handle these problems.

VI. Managing Agents Report

Kevin Lovett gave the following managing agents report:

Completed Projects

- Pavers at North bldg dug into ground
- Heat tape controls installed; locked electrical panels
- letter sent to owners post annual, spec assessment notice
- weather proof boxes covering electrical outlets for heat tape
- South bldg, (near S-9) sealed concrete crack in wall to prevent water / ice build up on walkway

Pending projects / Report items

- North bldg handrail – The installation of a handrail along the set of steps leading from the parking lot to North bldg units N-7 and N-8 was discussed. The cost to install a wooden handrail is \$370 and steel is \$500. Mary Kay Stewart moved to have a metal handrail installed on the set of steps leading to N-7 and N-8.

-Tree stump grinding – The grinding down of the stumps that remain from the tree removal was discussed. The cost to grind them down is \$50 each. This project will be discussed in the spring of 2009.

-December 2009 Letter to membership – Kevin Lovett presented a letter to be sent to the Dillon Pines Owner presenting the approved 2009 budget, a reminder of the special assessment due in 2009, reminder that only 2 cars per unit are to be parked on site and informing owners that there is over flow parking with the town of Dillon. George Harrison stated that a reminder should be added re the required removal of all vehicles from the parking lot by 9 am on days where we receive 3 inches or more of snow and a quick introduction of the new site manager Greg Jakoby. Kevin Lovett will make the revisions and send out the letter ASAP.

VI. Old Business

A. Governing Documents – the current status of the Governing Document revisions was discussed. Attorney Lisa Culpepper has made revisions to the doc's and sent them to Doug Ostergaard. Doug will send the revised documents to the Board. The Board was asked to review the new documents and email all comments to Attorney Lisa Culpepper by December 31, 2008.

B. Capital Projects 2009- the planned projects for 2009 include irrigation water source establishment, shed replacement and a small boat storage rack install.

C. Window and Door replacement – Tori Gustafson has worked to find a good supplier/ installer (Blue Jay Glass) for replacement windows and doors at the complex. The overall goal is to have a consistent and uniform look throughout the complex. White vinyl products were preferred as they are easiest to obtain and usually most economical. It was also preferred to keep the white vinyl trim to a minimum and to have no frame around the top stationary windows. Tori and Kevin Lovett will work to establish a policy on replacement window and door specifications; they will create and send to the Board for review. The Board approved the current proposed replacements.

VII. New Business

A. Gutter on side of South bldg. – the gutter on the side of the bldg near S-12 was reported as being loose. SRG will repair.

B. Unit S-5, three vehicles – unit S-5 has 3 vehicles parked at the complex which is a violation of the house rules. S-5 has been issued the official warning and S-5 asked to schedule a hearing with the Board. A hearing was scheduled and S-5 canceled the evening prior to the meeting and agreed that they should be fined. SRG will implement the fine. SRG will also send a second violation notice to S-5 offering another hearing and informing them that one of the vehicles (one of the commercial work vans) will be towed. Peter Schutz from SRG will also call S-5 and discuss with them.

VIII. Next Meeting Date

The next Board meeting was tentatively scheduled to be held on Saturday February 7, 2009 at 9:00 am dependant on the status of the Governing Documents. The Board and SRG will touch base in late January to confirm the date.

IX. Adjournment

The meeting was adjourned at 6:56 PM