

East Bay Condominium Association
Annual Meeting Minutes
July 2, 2016

The meeting was called to order by President, Fred Skillern, at 11:10 a.m. in the East Bay Clubhouse.

Board Members Present were:

Fred Skillern, Unit 107
Bob Watson, Unit 112

Owners Present were:

Steve Hyland, Unit 103
Hedieh Naeini, Unit 104
Bruce and Lisa Rice, Unit 105
Alexandra Hoy, Unit 106
Diane Skillern, Unit 107
Linda Stieduhar and Jay Hardesty, Unit 109
John and Sylvia Morgan, Unit 111
Robert and Louise Watson, Unit 112
Handler & Leslie Smith, Unit 201
Garth McCann & Margaret Barnstorff, Unit 202
Michael and Lisa Debell, Unit 205
Jim and Astrid Force, Unit 208
Deanna Speer, Unit 209
Paul Rothengass, Unit 212

With 12 owners present and 9 represented by proxy, a quorum was present.

Representing Summit Resort Group were Peter Schutz, Deb Borel, and site manager, Bernie Romero.

Fred Skillern touched on the items that would be discussed at the meeting, specifically the editing of the Bylaws and revision of the East Bay House Rules. The plan of the Board is to complete the revisions of Rules soon. Astrid Force was thanked for her part in helping with the revisions. The Board will meet in September or October to discuss/finalize the Rules.

I. Proof of Notification/Proxy

Deb Borel confirmed that notice of the meeting was sent on June 2, 2016 as well as posted on the website.

II. Introductions

Owners and Management introduced themselves.

III. Approve Minutes of Last Annual Meeting

Lisa Rice made a motion to approve the minutes from the July 3, 2015 Annual Meeting as presented. Mike Debell seconded and the motion carried.

IV. Financial Report

- Deb Borel reported that as of December 31, 2015 close, the Association had \$10,154.15 in Operating, \$22,840.59 in Reserves and \$35,705.81 in the Roof Replacement Reserves.
- Deb further reported that as of May 31, 2016 close, the association had \$8,562.19 in Operating, \$23,347.30 in Reserves, and \$37,728.63 in the Roof Replacement Reserve Account.
- All reserve contributions were made in 2015.
- All 2016 Reserve contributions have been made.
- There are no owners late in paying dues.
- Deb reported that East Bay is doing well financially.
- Deb is working to update the Reserve plan and it will be discussed with the new Board at its next meeting.
- The hot tub will need replacement soon at a cost of approximately \$40,000. Owners and guests are reminded not to walk on the cover. Deanna Speer made motion to place a sign at the hot tub that states that no child under the age of 5 is permitted in the hot tub. Lisa Rice seconded and the motion carried.
- The Board will adopt a set of Clubhouse Rules and they will be posted on the clubhouse door and in the hot tub area. Owners are asked to call SRG if non-Owners or guests are using the hot tub.
- A large anticipated expense for the Association is the roof replacement. The current schedule is for replacement in 2018. If roof replacement is not necessary in 2018, the date will be extended and will be reflected on the capital plan. Cost of roof will be approximately \$60,000 to \$70,000.
- The plan is to be fully (or close to) funded for the roof replacement when it is necessary.
- Stucco work is done as needed. The stucco is in good shape from a health standpoint. Some patching and painting is necessary in the area of the unit decks. Owners will contact Deb if their stucco needs to be repaired, and SRG will schedule the work.

- SRG will have the patched white areas in the hallways painted. SRG will obtain a bid to have all of the hallways painted.
- Stucco replacement cost will be added to the capital plan.
- “Ash” will be written on the ash can.

V. **Managing Agent’s Report**

Deb Borel reported on the following:

Completed Items

- SRG continues to update the website to remain compliant with updated HOA laws.
- First year of special assessment has been collected and all Owners have paid
- Finishing touches from garage ceiling leak are complete
- Purchased additional kayak storage rack
- Placed recycle information on dumpster enclosure
- Replaced several signs in the hot tub area
- Replaced hot tub cover
- Combination lock placed on the gate on the back deck
- Common area carpet cleaned (hallways)
- Stucco touch up around building complete/paint needed.
- Roof inspection and repairs were completed by Turner Morris.
- Clubhouse remodel complete. Special thanks to Lisa Rice for helping with the finishing touches. Alex Hoy will help with the purchase of pictures for the walls.
- Trees were sprayed and deep root fed
- New grill purchased and placed on the deck

Report Items

- Deck Staining – Canyon Brown is the approved color for deck staining. The stain will be purchased by the Association and made available to owners.
- Roof is still estimated to be replaced in 2018. It will be delayed if inspection in 2018 determines that it is not necessary.
- Long Range Plan Update – The Owners present reviewed the Capital Plan spreadsheet. It was noted that East Bay is in strong financial condition.
- House Rules final update is pending

VI. **Old Business**

- A. Comcast Update – An email from Comcast yesterday indicated that new wiring installation would begin next week. SRG will inquire if the current interior wiring will work with the new wire or if upgrades will be necessary.

An email will be sent to Owners when an exact date is set, as well as to when each unit will be accessed. Fred reminded that this has been a long drawn out process with Comcast.

VII. New Business

- A. Trees – Handler Smith would like to top the pine tree blocking the view of the lake. SRG will hire a contractor to top the tree. They will also be asked to cut the trees away from the North side of the building or remove them.
- B. Fireplace inspections are scheduled and paid for by the association. An email will be sent to Owners to determine use of their fireplace, and those with heavy use will be cleaned and inspected in the fall.
- C. Insurance – SRG will ask loss control at Farmers Insurance about liability and recommended signage for the hot tub area.
- D. Bylaws Update – Fred Skillern discussed the proposed Bylaw changes. He has written a new set that is compliant with laws and statutory requirements. After discussion, Jim Force made a motion to approve the Bylaws as presented. Lisa Rice seconded and the motion carried. Fred was thanked for his work on this project. Once complete, all owners will be emailed and US mailed a copy of the Bylaws.

VIII. Election of Directors

Fred Skillern and Paul Nakolan’s positions on the board are up for re-election. Both have indicated their willingness to serve another term on the Board. Mary Sullivan-Ridge’s unit is under contract to close this month, she has resigned from the Board. Lisa Rice is willing to serve out Mary’s term. Owner, Jay Hardesty also volunteered to serve. Ballots were distributed and tallied. Jay Hardesty, Fred Skillern and Lisa Rice will serve for another term on the 2016-2017 Board of Directors.

IX. Next Meeting Date

The next annual meeting is scheduled for Saturday, July 1, 2017 at 11:00 am.

X. Adjournment

With no further business, John Morgan made a motion to adjourn at 12:56 pm. Alex Hoy seconded and the motion carried. The owner’s picnic followed the meeting.

Approved By: _____ Date: _____
Board Member Approval