

East Bay Condominium Association
Board Meeting Minutes
November 10, 2017

- I. Call to Order – The meeting was called to order at 1:10 pm at the office of Summit Resort Group. Tanya gave a brief introduction of herself, since she is new to the Board. Fred suggested that we might need to meet in December to approve an operating budget.
- II. Election of Officers
 - A. Lisa made a motion to appoint Fred Skillern as President. Jay seconded and the motion carried.
 - B. Jay made a motion to appoint Bob Watson as Treasurer. Lisa seconded and the motion carried.
 - C. Lisa Rice – Director
 - D. Jay Hardesty – Director
 - E. Tanya Wagner – Director
- III. Roll Call / Quorum
 - A. Board members present via telephone were Fred Skillern, Alan Cogen, Bob Watson and Lisa Rice. Jay Hardesty was present in person. Representing Summit Resort Group were Deb Borel and Kevin Lovett. A quorum was present.
- IV. Approval of Minutes from the last Board Meeting
 - A. The Board reviewed the meeting minutes from the June 13, 2017 Board meeting. Jay made a motion to approve the minutes as presented. Lisa seconded and the motion carried.
- V. Financial Report
 - A. As of September 30, 2017 close, the Association had \$12,923.41 in Operating, \$5,151.41 in Reserves and \$57,729.40 in the Roof Replacement Reserve account.
 - B. All Owners are current with dues and some have prepaid.
 - C. As of April close, the association is \$193.16 over budget in Operating expenses.
 - D. The Board discussed the major areas of variance.
 - E. All reserve transfers have been made.
 - F. Deb will call Tiger, Inc. (the gas provider) and see if we can lock in a gas price.
 - G. Deb will inquire if energy audits could be done by Xcel for electric and Tiger for gas.
 - H. 2018 Proposed Budget
 - i. The Board reviewed three budget options.
 - ii. It was noted that none of them include an increase to the reserve contribution.

- iii. After review, Deb reported that the Comcast line item increase was incorrect, and the actual dues increase would total \$20 per unit per month.
- iv. The Board discussed options to fund the increase as follows:
 1. Jay is in favor of a special assessment as opposed to a dues increase.
 2. Bob – would prefer a dues increase
 3. Tanya – would prefer a dues increase
 4. Fred – would prefer a dues increase
 5. Lisa – recommends a dues increase accompanied by a letter to owners explaining the need for the increase. This letter should be sent in the next couple of weeks. The letter will explain that the increase is not something that the Board wanted to do, but it is necessary. Fred will draft a letter to send to owners. Letter as attachment to the poll.
- v. Jay made a motion to send an email to owners asking if they would prefer a special assessment to fund the 2018 operating account, or if they would prefer a dues increase. Bob seconded and the motion carried. The letter from Fred will accompany the email.
- vi. It was noted that the board has the authority to increase dues or have a special assessment, but they are interested in owner feedback.
- vii. Management fee increase is proposed for \$720 for the year. It has been several years since a management fee was proposed.

VI. Ratify Actions via Email

Jay made a motion to approve the following action via email that has taken place since the last Board meeting

- 9/23/17 – Roof maintenance approved

Tanya seconded and the motion carried.

VII. Managing Agents Report

- Concrete stairs complete
- Asphalt, crack fill, seal coat and re-stripe complete
- Glycol injection into the snow melt system complete
- Boiler room work is complete
- Received credit for overpayment of Comcast bill
- Cable on back deck fence continues to be cut by someone. Bernie has repaired it once, and replace the whole thing after it happened again.
- Placed combination lock on the boiler room door
- Called the owner of unit 102 and reminded them that smoking of any substance on the balcony is prohibited
- Sent an email to owner with information regarding the plans for the marina.
- Fireplace inspections will take place soon
- Bernie will test lights to confirm they are working.
- SRG will obtain a bid install motion detectors for hallway lights.
- The garage light on the north side of the garage flickering on and off. Bernie will determine the cause and have it repaired.

- Jay asked if there were an area set aside for chopping firewood. There is currently no area for this.

VIII. Old Business

- A. Solar – SRG presented bids for adding solar to East Bay. This will be discussed at a later meeting. Jay said the federal benefits might be eliminated in 2018. This topic will be discussed in the spring. If solar is added, it will be coordinated with the roof replacement.
- B. Roof – the roof will be inspected in early spring to determine if replacement in 2018 is necessary. If it is, SRG will obtain bids for replacement.
- C. Tree Trimming – Fred reported that several trees would be removed on the Anchorage side of the lawn. Fred and Lisa will meet with SRG in the spring to discuss which ones will be removed.
- D. House Rule Approval – Lisa made a motion to approve the rules. Jay seconded and the motion carried. These rules will be sent to Owners via email.

IX. New Business

- A. Combo lock on the clubhouse was suggested. This will be considered if necessary.
- B. Gas fireplace – this topic has been discussed and it is cost prohibitive. Lisa reported that when it was previously discussed, it would be required that all Owners would have to participate.

X. Next Meeting Date

The Board will meet in February 2018.

XI. Adjournment

Jay made a motion to adjourn at 2:17 pm. Lisa seconded and the motion carried.

Approved by: _____ Date: _____