

East Bay Condominium Association
Board Meeting Minutes
August 21, 2014

- I. Call to Order – The meeting was called to order at 12:03 pm
- II. Roll Call / Quorum
 - A. Board members present via telephone were Fred Skillern, Paul Nakolan, John Morgan, Mary Ridge and Alan Cogen. Representing Summit Resort Group were Deb Borel, Kevin Lovett and Peter Schutz (via telephone). A quorum was present.
- III. Election of Officers – Officers were appointed as follows:
 - A. President – Fred Skillern
 - B. Treasurer – Mary Ridge
 - C. Members – Alan Cogen, Paul Nakolan and John Morgan
- IV. Approval of Minutes from the last Board Meeting
 - A. The Board will review the previous meeting minutes and approve via email.
 - B. The 2014 Annual meeting minutes were included in the meeting packet for reference.
- V. Financial Report
 - A. Peter reported that as of July 31, 2014 close, the association had \$2,507.95 in Operating, \$18,826.77 in Reserves and \$13,867.62 in the Roof Replacement Reserve account.
 - B. All Owners are current with dues.
 - C. As of July 31, 2014 close, the association is \$808.00 over budget in Operating expenses. The major accounts that are over budget are:
 - i. Water and Sewer – \$1,814.63 (due to dry June and July)
 - ii. Common Area Utilities – \$3,138.47 (due to properly functioning driveway heating boiler)
 - D. In the fall, the preliminary draft of the budget will be completed. An increase of the above two items will be taken into consideration when drafting 2015 the budget.
 - E. All reserve transfers have been made.
 - F. The association is collecting \$12,480 annually for reserves.
 - G. It was noted that an explanation for dues increases would be given to owners as they occur.
 - i. Building is aging
 - ii. Operating costs continue to increase
 - H. Peter will send roof replacement estimated cost to the Board members.
- VI. Ratify Actions via Email

- A. Paul made a motion to ratify the following actions that were made via email since the last Board meeting:
 - i. 10/01/13 – VGBA Hot Tub Pump Replacement Approval
 - ii. 10/15/13 – Approval of snow melt boiler
 - iii. 10/14/13 – Hot Tub Deck repair
 - iv. 04/10/14 – Approval of the following policies:
 - 1. Collections Policy
 - 2. Records Inspection Policy
 - 3. Insurance Claims and Deductibles Resolution
- B. John seconded and the motion carried.

VII. Old Business

- A. 2014 Annual Meeting follow up items:
 - i. Storage unit door removal complete
 - ii. Signs asking owners to pick up after their pets will not be placed unless it continues to be a problem.
 - iii. Email blast to owners regarding bike storage is pending
 - 1. Implementation of sticker program – cost is approx. \$300
 - 2. Email will be sent to owners requesting them to identify their bikes by October 1. If owners have not identified their bikes by then, they will be donated to a charity.
 - 3. Owners will be provided stickers to place on bikes and kayaks for identification purposes.
 - iv. Timer on the light switch for the owner storage lockers will be installed next week.

VIII. New Business

- A. Bylaws
 - i. The bylaws from 1984 are not signed.
 - ii. Fred pointed out that the bylaws do not address the recent legislative updates. He proposed adding the new required legislative information and approving the updated Bylaws at the next board meeting.
 - iii. Fred offered his services to update the Bylaws at no cost to the association.
 - iv. The board unanimously approved having Fred's firm rewrite the bylaws.
- B. Smoking Policy
 - i. The Board discussed the Smoking Policy that was included in the meeting packet.
 - ii. After discussion, Mary made a motion to accept the smoking resolution. Fred seconded and with all in favor, the motion carried.
 - iii. SRG will send a copy to the owner with tenants that are currently in violation. The policy will be discussed at the annual meeting and adjustments will be made if necessary.

- C. Kayak Rack – The Board discussed areas for additional kayak storage. Two kayak racks will be added either beside the bike rack or below Fred’s two boats. Another possibility would be by the laundry area wall. SRG will determine locations and send an email to Board. John suggested that if kayaks were not registered with the association, they would be removed. An email will be sent to owners asking them to place stickers on kayaks, bicycles and automobiles for identification purposes. Stickers will be available on request.
- D. Lawn Mower – Estimate for repairs is pending.
- E. Exterior Steps / Repair – The wooden stairs in the front of the building are in need of repair. The Board reviewed the bid to repair the steps. Paul suggested using concrete instead of wood. Paul will meet with Contractor, Armando Sanchez, to discuss the options for the project.

IX. Next Meeting Date
A meeting date will be set in the fall.

X. Adjournment
With no further business, the meeting adjourned at 1:33 pm with a motion and a second and all in favor.

Approved by: _____ Date: _____