

**FROSTFIRE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 4, 2012**

**I. CALL TO ORDER**

The meeting was called to order at 10:00 am

Board members in attendance were:

Mary Parrott  
Merrel Miller via telephone  
Marie Keeney via telephone

Representing Summit Resort Group was Kevin Lovett, Peter Schutz and Deb Borel.

**II. OWNERS FORUM**

Notice of the meeting was posted on the website and emailed to all owners.

**III. APPROVE PREVIOUS MEETING MINUTES**

Merrel moved to approve the minutes of the July 29, 2011 and July 30, 2011 Board Meetings as presented. Marie seconded and the motion carried.

**IV. FINANCIAL REPORT**

Kevin Lovett presented financial report as follows:

Financial Report as of March 2012 close

March 2012 close financials report that Frostfire has \$14,776 in Operating and \$95,567 in Reserves. Major variances include:

- ☐ Under Budget
  - 517-Roof Snow Removal-\$1,500
- ☐ Over Budget
  - 530-Repairs and maintenance-\$2,982
    - \$494 plumbing repairs to leak in B building
    - \$641 drywall repairs in unit B19 from leak above
    - \$752 drywall repairs in B building common area
    - \$440 drywall repairs in A building from leak into A2 kitchen ceiling
    - \$820 drywall repairs in D40 from roof leak
- ☐ All contributions to reserves and hot tub fund have been made
- ☐ A/R-all are current
- ☐ Snow will be removed on a regular basis on building D. This area will be checked during the annual roof inspection.

**V. MANAGING AGENTS REPORT**

Kevin Lovett reported on the following items:

**A. Complete Items-**

- ☐ Downspout work in front of building C
- ☐ Touch up interior painting
- ☐ Crack seal

- ❑ Door lock adjustments

**B. Pending / Report Items-**

- ❑ Wood replacement at entries
  - Building A-front and back
  - Building B-front and back
  - Building C-back
- ❑ Remove old Internet boxes on the back of buildings C and E
- ❑ Replace missing trim piece in A building stairs
- ❑ Leaks - Kevin Lovett reported on the following leaks that occurred this past year; all repairs are complete:
  - Roof leak into unit D 40 ceiling
  - Plumbing
    - A building, common line into A2 kitchen
    - B building, common line into B19 and into B hallway
- ❑ Window bid options
  - Discussed bids for window replacement for common areas and per unit
  - Kevin will draft a policy and process and email to the board
  - Additional bids will be obtained
  - Sample window will be available at the board meeting before the annual meeting
  - Process and policy will be presented to owners at annual meeting
- ❑ Water testing - SRG contacted the "Water Guy" to test the water at Frostfire and to investigate reasons behind plumbing leaks.
  - Per the water tests, the water in building is good; it is not corrosive or aggressive
  - Water guy reports that leaks could be the result of bad solder joints or electrolysis (2 unlike metals touching)
  - When a leak occurs, will investigate to determine if the area has 2 unlike metals touching

**VI. OLD BUSINESS**

- A. Landscape plans 2012
- Keep an eye on irrigation usage
  - Routine maintenance
  - Bed cleaning-Mary is heading up the committee
  - SRG to assure that beds are getting water from the irrigation; a drip system will be investigated
  - A person has been hired to maintain landscaping one day a week.

**VII. NEW BUSINESS**

- A. Capital Projects
- Roof Inspection to be completed
  - Exterior building staining on the back side, with siding replacement as necessary for an additional cost.
    - i. Marie made a motion to approve Proff Paint to stain the back side of the building at a cost of \$6,100 and replace boards as necessary. Mary seconded and the motion carried.
  - Brick work is not necessary this year and will be delayed another year

- Back yard retaining wall repair is not necessary and will be delayed another year
- Asphalt crack seal to be completed this year

**B. E building hot tub replacement**

- Committee established, members include:
  - i. Mary Parrott
  - ii. Darold Douglas
  - iii. Gary Howard
- RFP and scope of work created
- Budget increased to \$50,000 to allow for potential unknowns
- Discussed possibility of extending the hot tub funding for one additional year to cover increased possible costs
- Discussed ADA laws-SRG will keep board posted as clarification is obtained.
- The committee will meet on May 18, 2012 with two of the contractors bidding on the hot tub replacement. Will present recommendations to the board and will present to owners at annual meeting. Plan to start installation on August 1, 2012.
- Mary will discuss with the hot tub committee the option of one centrally located hot tub.
- Annual meeting notification cover letter will be changed to include information on the hot tub.

**C. 2012 Annual Meeting**

- Meeting date-July 28, 2012
- Official notice to be sent June 28, 2012

**VIII. NEXT MEETING DATE**

The next Board of Directors meeting will be on July 27, 2012 at 2:00 pm at the office of Summit Resort Group.

**IX. ADJOURNMENT**

With no further business, the meeting was adjourned at 11:30 am.

Approved By: \_\_\_\_\_  
Board Member Signature

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