

Snowdance Condominium Association

Board Meeting Minutes

February 21, 2009 in B-304 @ 1:00 PM

Call the meeting to order and note attendance for the record

Ralph Goldsmith called the meeting to order at 1:05 PM, Saturday, February 21, 2009. Board members Ralph Goldsmith, Greg Moore, Peter Hannishin, Mike Wiesbrook and Bill Brown were in attendance. Jocelyn Banks, resident manager, was also present.

Review of Minutes:

Resolve Missing Minutes Issue – Several attempts to get the previous board meeting minutes of September 5, 2008 have been made but we have been unable to contact the former board secretary. A motion to accept homeowner's minutes of September 6, 2008 as our Board minutes was made by Bill Brown and seconded by Mike Wiesbrook. The motion passed unanimously.

Treasurers Report - Financial Review

Peter Hannishin reviewed the financial statements dated January 31, 2008. We have \$38,754.49 in the Operating Fund and \$135,844.64 in the Reserve Fund. There is a current balance of \$2185.80 in prepaid insurance. That number will continue to decrease as time goes on since we set the total aside up front and pay it out monthly.

Areas that we are over budget include:

- Snow Removal and Supplies: Additional expenses paid to Jocelyn Banks for hours over 15/week.
- Telephone: The board agreed to remove long distance from the office phone. **Jocelyn Banks** will ask Stan Johnson (the phone is in his name) to call Quest to change phone to Jocelyn Banks and remove the long distance option.
- Trash Removal: An increase from two-pickups/ week to three pickups/week has increased cost. The Board is concerned because of what it considers overuse from some PUD members, most notably Key to the Rockies and Pizza 101.
- Manager's Unit Expenses/Utilities: Increase reflects the Association's payment of manager's utilities.

The Board voted in 2008 to increase homeowner's dues in January by \$50 for a large 2 bedroom condo and to prorate for the smaller 2 bedroom and 1 bedroom units as specified in the Declarations and then another similar increase in September. The first increase was not reflected in our January statement, so we will have our first dues increase in the April statement and keep the second increase in September as scheduled. All revenues from the dues increase are scheduled to go to the replacement fund. Peter Hannishin shared his calculations for prorating the smaller 2 bedroom and 1-bedroom units.

Peter Hannishin also reported there is currently 1 owner (A-202 – Brookshire) in arrears on their quarterly dues. Maxine is working with the owner to collect payment and ensure that the appropriate late fees are attached.

Greg Moore informed the board that gas readings were done again in early February and will be reflected on the next statement. Readings are being taken three times/year.

Greg Moore moved to accept the treasurer's report as presented and Bill Brown seconded. Motion passed unanimously.

Owner Presentations – None

Facilities Report

- Railing Project – Bill Brown showed a sample of the railings. **Peter Hannishin** will have an architect (Ryan Novak) produce a CAD drawing to meet County specifications and to provide a perspective view. Peter Hannishin called the County and they have a plan reviewer and they want section drawings with means of attachment and max span and size of all members. Peter Hannishin and Greg Moore both voiced concerns about the installation of thin railings only (without keeping the existing large support posts) onto our existing Bavarian style. Vaughan French from Black Duct will inspect rim joists on an hourly basis. Vaughan French will talk to supplier (Troy - Custom Iron Fence) to see if they can work together to install railings. County will determine if we need to keep the wood posts or what details are acceptable. We will match railing color to the building trim – color cost only \$1,000. First floor units on B and C buildings will be offered the option to replace the existing gate at a cost to the owner of \$350.00. We are still planning for a late spring, early summer installation. If Vaughan French does work on the project, then we will investigate having him do the painting of eaves as needed.
- **Peter Hannishin** proposes that we pull baseboards in spa area and put in a waterproof membrane (seal) and replace baseboards. He will check with Vaughan French to see if he can complete this project.
- Slider latches – **Ralph Goldsmith** will contact John Gregory Jr. the door supplier as he has agreed to come over and fix all nonworking latches. C103 and C205 both have complained about their latches.
- Front doors – A couple of owners have complained that their thresholds are leaking cold air. **Jocelyn Banks** will investigate using a foam backer rod pushed in first and then using a clear caulk (Lexel) to seal the leak.
- **Peter Hannishin** will call to have roof inspected this year.
- **Jocelyn Banks** will call Clearwater to come out in early May to check both pumps at the end of C Building.
- **Mike Wiesbrook and Greg Moore** will work together to put up additional pigeon spikes above the stairwells on the 3rd floor of B Building.

Walk-about

- The Board inspected ceiling damage reported in A-204 and could not find any indication of water damage. **Jocelyn Banks** will arrange for a contractor to come out and complete repairs at owner's expense.
- The Board also inspected reported ceiling damage in A-103. This damage is directly over the sink drain in the unit directly above. **Jocelyn Banks** will contact the owner and inform them that they will need to work with the owner above them to cover repair expenses.
- The board looked at the spa area to observe concerns about the flooring in the mechanical room and see where Bill Brown would like the Y filter installed. A new floor drain cover needs to be installed in the men's bathroom.
- Several damaged areas to the dumpster shed were observed. **Peter Hannishin** will see if Vaughan French can repair these. Bill should be sent to Russ Young (PUD cost).
- Parking between the north end of C Building and the laundry room of B Building continues to be a problem. As snow accumulates, parking extends further out from the buildings leaving a limited space to drive between. **Jocelyn** will put up the No Parking signs by C building across from trash room?

- The installation of photocells to turn on and off the outside lights was agreed upon. **Peter Hannishin** will contact appropriate contractor.

Review Project List

- Bridge Repair: Russ would not agree to concrete landings on the bridge entries. As a result, because of the material used to paint the wood both landings are slippery. **Bill Brown** will investigate finding paint with sand to put on these areas. We may also have sand available on the bridge and just across the bridge in an area that is prone to ice buildup.
- Hot Water Heaters – According to the condo data sheet given to Greg Moore, A303, A304 and C-103 should have had their heaters replaced in 2007. **Greg Moore** will send these owners a letter asking for an update and giving them until July 1, 2009 to complete the replacement. Ralph Goldsmith pointed out the C-206 heater was replaced in 2008 so its new replacement date should be at least 2014. The board needs to find out the warranty period for the tankless heater in C303 and the heater in Jocelyn Bank's unit. **Greg Moore** will contact owners to get the information on C-303 and **Jocelyn Banks** will check her heater.
- Bill Brown believes that we need to install a Y filter with valve on the insta-hot in the spa area to make the cleaning of the filter simpler. **Jocelyn Banks and Bill Brown** will work together to contact a plumber and complete installation.
- Bird nests on the outside of the stairwells - **Peter Hannishin** will ask Vaughan French if he can remove these early this spring before the birds start to nest.
- **Jocelyn Banks** will call to get new sod in at the south end of B Building where the new hydrant was installed.

PUD Report

- Trash – criteria/rules were given to all PUD members. Jocelyn Banks is paid \$175/mo to maintain his area.
- Aichholz was hired to do snow plowing.
- Russ agreed to look into the installation this spring of a mirror on a post on just north of his building to allow better visibility at this intersection.

Resident Managers Report

- Jocelyn Banks reported that owners/renters occasionally yell at her as parking stickers are placed on cars. The board indicates that the police should be contacted immediately if Jocelyn Banks feels threatened.
- Jocelyn Banks requested vacation from May 2 to May 9.
- Jocelyn Banks presented a document with a calculation of her average weekly hours. She indicated that the average is around 25 hours/week, far above the 15 hours she is required to complete for the use of the resident manager's unit. Some additional hours have resulted from her work on the hot tub after the previous contractor no longer wanted to continue maintaining our hot tub.
- Jocelyn Banks is requesting low limit credit card (\$200) to purchase necessities for the spa and office area. **Peter Hannishin** will check with Alpine Bank to see if they will issue the Association a credit card.
- In addition, Jocelyn Banks is requesting an increase to \$25/hour for all hours over 15/week if the board continues her contract in July.
- The Board will continue to discuss the information/requests from Jocelyn Banks and all other options. A decision should be made by April 1st.

Old Business

- Water Heaters – **Ralph Goldsmith** will work on drafting a written policy.
- Owners need to follow our regulations for parking trailers on PUD property. In all cases, permission must come from Jocelyn Banks.
- The Board discussed the need for Flood Insurance. No agreement was reached. Cost is approximately \$4,000/year and if we cancel, Peter Hannishin has been told that we cannot purchase again.
- Ralph Goldsmith questioned if all the work in C-105 had been completed. It is his understanding that some painting is still required. **Ralph Goldsmith** will check with Park.

New Business

- The board discussed the need to improve communication between board members as issues and or concerns arise.

Adjournment

Ralph Goldsmith made a motion to adjourn the board meeting at 5:20 pm. Bill Brown seconded and the motion carried unanimously.