

**HIDEAWAY TOWNHOMES
BOARD OF DIRECTORS MEETING
AUGUST 20, 2015**

MINUTES

1. **Call to Order.** The meeting was called to order at 5:16 p.m.
2. **Attendance and Quorum.**
 - A. Board members in attendance were Ed Mountford, Jeff Flenniken, and Linda Rothwell.
 - B. Also in attendance were Sarah Wallace (297), Dave and Gretchen Norton (263), Dave Diehl (330), Al Grabenstein (249), and Bert and Danette Isaacs (344).
 - C. Representing Mountain Managers were Phil Wells, Judy Freese, and Amy (Hammersmith, Inc.).
3. **Introduction and Appointment of 2 Board Members.** Ed introduced prospective Board members Dave Diehl and Al Grabenstein and both gave a brief statement regarding their interest in serving on the Board. A motion was made, seconded, and passed unanimously by the Board to appoint Dave and Al to the Board. Al will fill the remainder of Rocky Paden's term (expires in 2017) and Dave will fill the remainder of Chris Dorton's term (expires in 2015).
4. **Owner Forum.**
 - A. The owners of 264 (Norton) stated that they have had a removable 2 foot high fence in place for a long time and were recently sent a letter to remove it. The fence is not attached to the building or deck and serves to contain their 2 small dogs to the patio area. The fence is pulled up in the winter to allow for shoveling. Under the current Rules, fences are not permitted without prior Board approval with the exception of the fence at unit 273 that was installed by the developer. Since there are numerous owners who would like to install a fence to contain pets, the Board has resolved to permit fences. The fence at unit 273 will be the guideline for all allowable fences. The owners of 273 will be notified that they have not maintained their fence and it needs to be brought up to community standards. No new construction should be done at this time due to the on-going roof project. The owners of unit 263 will be allowed to retain their current fence until spring when a new one can be constructed. Owners who were notified previously to remove their fence will be notified that they may retain the fence until after the roofing project is completed. Patio skirts will also be permitted provided they are constructed like the one at unit 330. Owners are responsible for all maintenance of approved fences and patio skirt and the proper paperwork must be submitted prior to the start of any work.
 - B. The owners of unit 344 (Isaacs) commented on the damaged drywall in their unit due to the roofing project. The sheetrock was replaced in the laundry room but there is an area in the upstairs bedroom that needs to be re-painted. The owners are working with The Roofing Company (TRC) on this. It was explained that there is no County inspection of roofs that are being replaced. The Roofing Company inspects as they go and the Board meets frequently with TRC on site. Mountain Managers is also keeping an eye on the project as is past Board member Chris Dorton. TRC provides a good warranty and will be inspecting throughout winter to see if ice dams form, if additional heat tape is needed, etc. Gutters will be put back up but that will be the last thing done. There was a lot on non-functioning and unnecessary heat tape and all of this will be corrected. This will be done along with the gutters at the end of the project.

5. **Approval of Minutes from the 5/15/15 Board Meeting.** A motion was made, seconded, and passed to approve the minutes as written.
6. **Repair and Maintenance Report.** The report covered the period of 4/15 through 7/15. Completed items included payment to TRC for the 1st and 2nd draws, payment for legal services, and replacement of a common area pressure reducing valve.
7. **Financial Report.**

July financials were reviewed. Total income was ahead of the budgeted amount by \$177,278. Income included \$170,000 in special assessment monies. On the expense side, electric was over budget year-to-date along with water/sewer and legal/accounting. Insurance was under budget year-to-date along with snow removal, repair & maintenance, and grounds. Overall expenses were \$3,309 under budget through July.

The balance in the checking account was \$66,697.41, the money market account balance was \$39,125.65, and the 1st Bank liquid asset account balance was \$183,561.71. Reserves will be considerably lower when the roof project is completed but will not be totally depleted and should build back up fairly quickly. No additional dues increase or assessment is anticipated at this time but in the future dues may need to be increased to offset inflation and increased expenses. There are currently 7 owners who have not yet paid the special assessment. A couple of these units may be for sale and any outstanding assessment will be cleared at closing.

8. **Old / New Business.**

- A. The Revised Rules and Regulations were approved as submitted. The Rules have been re-typed to include all previous amendments in one document. The work day requirement is also included. The revised Rules will be sent to owners with these minutes along with a letter reminding owners of the unit modification procedure.
- B. Linda spoke about the significant number of emails the Board is receiving and suggested that instead of doing so much via email, the Board meet in between regularly scheduled Board meetings to discuss some of these issues including unit modification approvals. It was explained that the Board can meet without notification to homeowners but if a quorum is present, minutes should be taken and any decisions should be voted on at the next regular Board meeting or via email. Once the roofing project is finished, the number of emails should decrease. In addition, instead of seeking Board approval on some of the unit modification requests, Mountain Managers may approve requests when the already approved standards/specifications and any insurance requirements for items such as doors, windows, door hardware, fences, and patio skirts are met. The Board will be notified whenever an approval is given by Mountain Managers. If an owner deviates in any way from what has been approved by the Board, Board approval must be received before any work is done.
- C. What may and may not be put at unit entrances was discussed. The Rules currently state that all personal property must be kept inside the home or the garage. However, many owners have benches, chairs, and personal things like welcome signs and no one has raised any objection. Unfortunately, if some things are allowed, it can get out of hand. In order to have some consistency it was suggested that the Rules be

changed to state what is allowed vs. what is not. For example, one bench and/or 2 chairs could be allowed. The Board resolved to table this issue and leave the Rules as written for now.

- D. There are several units with non-conforming locks and/or hardware on the doors. When these items are changed, the new locks/hardware must be brass and similar in style to what is currently in use. Mountain Managers will prepare a list of units that are not in compliance and send letters to owners.
 - E. Trim painting will be put off until spring. Due to the roofing project, it cannot be done this year but will be scheduled early in the spring. Before this is done, the log ends that are rotting (Phase 3) will be sawn off.
 - F. Owners may paint HOA areas themselves (decks) but this is not acceptable as a project to replace mandatory participation in an owner work day. Separate projects must benefit more than just one owner and be preapproved.
 - G. The date for the fall walk through will be Saturday, September 19, 2015 (same day as the next and final 2015 owner work day). Board members and a representative from Mountain Managers will meet at 9:00 a.m. at the Phase 2 upper level dumpster. Notice will be sent out prior to 9/19.
9. **Schedule Next Board Meeting.** The next Board meeting will be held on Thursday, November 5, 2015, 5:15 p.m. at Mountain Managers. The budget will be reviewed at this meeting.
10. **Adjournment.** There being no further business, a motion was made and seconded to adjourn the meeting at 7:01 p.m.

Respectfully submitted:
Judy Freese, Recording Secretary

APPROVED

Approved via email

9/3/15

Ed Mountford, President

Date