

**MT VICTORIA LODGE ASSOCIATION
BOARD OF DIRECTORS MEETING
January 26, 2010**

I. CALL TO ORDER

The meeting was called to order at 4:00 pm.

Board President Joel Kellner was present; Board members Pete Campbell and Steve Eddy attended via telephone as did Owners Bill and Kay Stuber. Kevin Lovett and Peter Schutz were present on behalf of SRG.

II. FINANCIAL REVIEW

Kevin Lovett presented the following financial report:

Financial Report as of December 31, 2009

December 31, 2009 close Balance Sheet reports \$11,746.08 in the operating account and \$28,557.47 in the reserve account.

December 31, 2009 P & L vs Budget reports \$71,185.59 of actual expenditures vs. \$79,312 of budgeted expenditures.

Highlighted areas of overage/ underage include:

- 5050 Bldg Maint - \$1686 over (dropped from \$2411 reported at annual)
- 5100 Insurance Expense - \$1015 over (note this is a timing expense which will be recouped as we changed the policy year)
- 5175 Management fees - \$2525 under
- 5300 Snow Removal - \$1339 under
- 5450 Utilities - \$8845 under

Reserve Contributions / Operating Surplus

The December 31, 2009 Operating and Reserve balances from the Balance Sheet do not reflect \$2980 and \$5980 of actual reserve contributions. The reserve contributions have been made on the P & L (accrual accounting), but actual cash has not been transferred to the reserve account from the operating account. Mt Royal did not make \$2980 of reserve contributions nor \$1196 from August; SRG did not make the contribution for Sept – December due to insufficient cash flow. It was reported that sufficient cash is now available now to make the transfer of \$5980. Steve Eddy moved to transfer \$5980 from operating to reserves; Pete Campbell seconds and the motion passes. This results in actual balances of \$5766.08 in operating and \$34,537.47 in reserves.

2009 Tax return – SRG will see that the 2009 tax return is prepared.

III. FACILITIES REPORT- Kevin Lovett presented the following facilities report:

Completed Items

- Replacement of elevator floor to remove vomit smell; SRG reported that the vomit smell continues to reappear even after the floor replacement and numerous cleanings. SRG was instructed to do the following:
 - pump out the sump pit in the bottom of the elevator
 - paint Kilz on the concrete of the bottom of the elevator pit
 - obtain bid/ plan from Steammaster to remove smell
- Thermostat repaired in garage
- Routine upkeep
- Insurance switch to Farmers
- Mailers to owners including insurance switch notification/website, and 2010 budget/ HR short list, seasonal reminder.

Report Items

- Capital Projects Plan / Boiler plan –SRG presented a prepared reserve study which included a detailed boiler repair and maintenance schedule. SRG was instructed to:
 - Complete the Preventative Maintenance on the boilers
 - Check the glycol levels
 - Check out the high pitched noise coming from the boiler room (suspect pump)
- Electric / Energy Audit - High country conservation Energy audit. Originally, they bid \$200 to complete the audit. SRG walked the complex with High Country and based on the walk through (and the items SRG pointed out) they stated they did not feel right charging the full \$200 and only charged \$75. Items highlighted during discussion, walk through and report included:
 - The Association is using cfl's – this is good
 - The Association reduced the garage lighting – this is good
 - Board and Management are monitoring the hallway heat –heaters can be adjusted with the control knobs on the heaters.
 - Heat tape is the main area of electric usage and High Co recommended reducing the amount. Turner Morris completed a reduction of approx. 225 ft of unnecessary heat tape; while doing this repair, Turner Morris also repaired 2 areas of flashing.
- Solar –SRG presented proposals from both Innovative Energy and Turner Morris to install a solar photovoltaic energy system. Initial install costs, XCEL Energy rebates, possible tax credits, “final” costs to owners as well as payback schedules were reviewed. The Board instructed SRG to construct a survey of the Owners to determine their interest. If adequate interest, the Board will meet with Solar install companies to discuss further.

-Snow Removal update

-Roof – Consider it Done has not yet had to complete a roof shoveling but it was reported that with recent snowfall, it is time. The Board instructed SRG to have the roofs shoveled.

-Deck shoveling – C, E, J, G have signed up

-Trash Removal – SRG reviewed the current trash removal rate and service with the current provider Timberline Disposal. SRG is soliciting a proposal from Waste Management.

-Elevator – SRG reviewed the current elevator service contract with Thyssenkrupp. With the Gold Level Service contract, an elevator technician comes to MVL 10 x's yr for maintenance. The fee is \$590.76 per quarter – includes all maintenance and parts. The contract is a 5 year signed 5-8-2008 (non-cancellable).

-Fire Security System –SRG reviewed the current contract; Superior Alarm is the current service provider. The Annual monitoring fee is \$300; Test and inspection occur each May and cost approx \$390. The contract is for 1 year with auto renew for 1 year; the original contract was signed 5-23-07.

IV. OLD BUSINESS

Rental Surcharge – the Board discussed the damages to the building that have been caused by short term renters and the possibility of instituting a surcharge on all owners that rent their units short term (less than 30 days). Banning short term rentals was also an option discussed. The Board noted that repairs from unnecessary short term renter partying and vandalism result in additional costs and expenses to all Owners. It was noted that instituting a rental surcharge or banning short term rentals all together would require an amendment to the Association Declaration. The Board instructed SRG to create a survey and send to the Owners to determine their interest in establishing a rental surcharge or banning short term rentals altogether.

Surveillance cameras – The Board also discussed installing surveillance cameras to deter and to catch vandalism on video. SRG will obtain bids.

House Rules, short version – The Board reviewed the prepared draft of the House Rules “short list”. Items to be added/ revised include:

- SRG will add the emergency night phone number in the “noise” section as well as Frisco Police number
- SRG will add quiet hours from 9pm – 8 am
- SRG will add a notice that trash is to be placed in the association dumpster; small incidental trash ONLY is to be placed in the trash can in the garage.

- SRG will add a Parking section and add language that states please park ONLY in your assigned unit spot”
- SRG will laminate the house rules short list and place one copy in each unit and place on the wall of the elevator car.

V. NEW BUSINESS

HB 1359 – New Colorado Legislature requires HOA’s to have a policy with regards to reserve Planning and Funding. SRG presented a plan that was drawn up by an attorney: Joel Kellner moved to approve; Pete Campbell seconds and the motion passes.

Dogs, unit E – The owners of unit E requested permission to have 3 small dogs in their unit during the owner visits. Joel Kellner moved to approve the allowance of 3 dogs for unit E; Steve Eddy seconds and the motion passed.

Trash Signage – SRG will install a sign above the small garage trash container that states: “This can for small incidental trash only; please put garbage bags in dumpster”

VI. SET NEXT MEETING DATE

In early April 2010, SRG will poll the Board for dates in late April to meet.

VII. ADJOURNMENT

With no further business, the meeting was adjourned at 5:30 pm

Approved By: _____
Board Member Signature

Date: _____