

Lake Forest Condominium Association
Board of Directors Meeting
Saturday, September 15, 2012
County Commons

Board Members	Dave Haraway	305F	Bob Bruyn	205F
	Doris McFeeters	204A	Jude Kirk	304A
Others	Bob Polich	Mountain Systems, Inc.		
	Mike Castaldo	Back Country Property Management		
	Janet Joy	Unit A-303		

The meeting was called to order at 12:04 PM by President Dave Haraway.

Minutes. *The minutes from the March 10, 2012 meeting were approved as written. (Kirk/Bruyn,4-0).*

Owner Comments. Janet Joy requested the Board consider sponsoring wine tasting social events as were done in the past. There was discussion regarding the best time of year, the role of the Association, and the contribution of attending owners for wine and appetizers. A winter wine tasting owner's social event was scheduled for January 26, 2013 from 3 PM to 5 PM. *A motion was approved to authorize up to \$250 from the Association for the January wine tasting event. (Bruyn/McFeeters), 4-0.* August 17, 2013 was suggested as the next wine tasting date.

Officers. *The officers of the Board were approved by acclimation.*

President	David Haraway	Unit F-305
Vice-President	Bob Bruyn	Unit F-205
Vice-President	Jude Kirk	Unit A-304
Treasurer	Doris McFeeters	Unit A-204
Secretary	Marshall Blaney	Unit C-103

Board Election. There was a discussion regarding the best method for nominating and voting on the members of the board at the annual meeting. The Association currently follows the Documents and Colorado Statutes requirements. The annual meeting notice includes the number of positions available with nominations and the election at the annual meeting by those attending and represented by proxy. The discussion felt the owner representative approach at the meeting, while not perfect, was better than the alternatives.

Property Manager Report. Mike Castaldo of Back Country Property Management provided the property management report. The Board and owners had been notified of the September 1, 2012 name change of Mike's company from Premier Property Service to Back Country Property Management. Mike covered the deterioration of the sliding glass door blinds from age in Unit D101 owned by the Association. The Board discussed the options to repair or replace the door blinds in the living room and bedroom. *A motion was approved to replace the blinds at a cost not to exceed \$800. (McFeeters/Haraway,4-0).* Mike reviewed the three year plan to replace one spa each year beginning in 2013. Mike recommended a new utility building be built to house the spa equipment. A bid of \$5,245 was obtained to build the utility building in 2012 to allow the tub replacement in 2013 during the May slow season. There was a discussion of the building footprint, design, and spa replacement. *A motion was approved to construct the utility building in 2012 for the estimated cost of \$5,245. (McFeeters/Haraway,4-0).* *A motion was approved*

authorizing Mike to arrange for the replacement of one spa in 2013 at a cost not to exceed \$25,000 including the plumbing equipment for all three spas. (Bruyn/McFeeters,4-0). Mike presented bids for two options for the refurbishment of the spa bathroom that included a tile floor, painting, lighting and new fixtures. The costs range was from \$2,000 to \$3,000 depending on what was included and the project was included in the 2013 budget. The Board felt the condition of the facility warranted having the work done in 2012. *A motion was approved for the spa bathroom refurbishment at a cost not to exceed \$3,300. (McFeeters/Bruyn,4-0).* Mike reported Xcel had toured the property regarding roof ice damaging the gas meters, but have not requested any action be taken. Mike obtained an estimate of approximately \$1,000 per building (\$6,000 total) to construct shed roofs over the gas meters and the cost has been included in the 2013 budget. There was a discussion regarding the need to protect the meters in the future and the design of the roofs. The bids for the projects discussed were from Alpine Craftsmen, LLC. Alpine was selected as the contractor for repairs in 2011 as their cost was similar to other bidders and their work was better than the contractor previously used. The principal of multiple bids was acknowledged, but the small size of the pending projects did not make obtaining multiple bids realistic in the Summit County market.

Snow Removal. A two year contract for hand shoveling was signed with Home Sweet Home in 2011. The 2012/2013 season will be the second year of the contract. Proposals for parking lot snow removal were obtained from Premier Plowing and Helton Backhoe. Based on a lower hourly bid and the quality of service in prior years, Premier was recommended. *A motion was approved to contract with Premier Plowing for 2012/2013. (McFeeters/Haraway,4-0).*

Financial Report. A financial summary for the eight months ending in August was emailed by Bob Polich to the Board. The summary included a projected 2012 year end, a draft 2013 budget, and projected budgets for 2014 and 2015. Included in the information to the Board was a reserve fund schedule. Future projects within the three year projected budgets and the reserve fund schedule included work discussed in the property manager's report, deck work, and painting. The line of credit available to the Association allows flexibility in the scheduling of projects, subject to a nominal interest cost, while maintaining level assessments. There was a discussion of the line items on the reserve fund schedule. The Association is better than budgeted in operations. The savings from operations has been applied to reserve fund expenditures. The draft 2013 budget continues the projection from last year of a 2% increase in the operating assessments. Reserve fund assessments would remain the same. The long-term budget projects increases in the operations dues of 2% annually to cover cost of living increases in operating expenses. The line of credit borrowing would be partially retired in 2013, 2014 and paid off in 2015. The final 2013 budget would be determined at the next meeting.

Other. As part of the completion of the Building D drainage work, a "picnic area" was added to the restored area. Mike will obtain proposals for a similar improvement in the spa area and in other areas for consideration of the Board at a future meeting.

Management Compensation. There was an initial discussion between the Board and Mike Castaldo regarding the increased hours worked at Lake Forest compared to the original agreement for compensation. Both parties would investigate options to maintain the current quality of the property and retaining management costs at a reasonable level.

Pet Policy. There was a discussion of the modified Pet Policy presented to the owners at the annual meeting. There was a concern the modified policy was not an improvement on the existing policy and more refinement was required. The subject would be continued to the January meeting. There was a violation reported of an owner with four dogs. The violation will be investigated and appropriate action taken.

Meetings. The next meeting of the Board is Saturday, November 10, 2012 at noon in the Frisco Commons meeting room. The following meeting was scheduled for Saturday, January 26, 2013 at noon. The annual meeting will be Saturday, July 6, 2013 at 3 PM.

The meeting was adjourned at 3:02 PM.