

**TENDERFOOT LODGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
December 11, 2015**

Mechanical Room pre-meeting

At 2:45 PM the Board and SRG walked the property with Don Dew from Breckenridge Mechanical. After taking a look at Tenderfoot's mechanical rooms, the Board is optimistic about future maintenance. Breckenridge Mechanical will provide an estimate for a preventative maintenance plan, and will also make recommendations as to what maintenance should be completed in the near future.

I. CALL TO ORDER

The meeting was called to order at 4:45 pm in the Tenderfoot Lodge Great Room.

Board members in attendance were:

Eric Geis

Virginia Johnson

Gary Johnson

A quorum was present.

Representing Summit Resort Group were Kevin Lovett, Katie Kuhn, and site manager Aaron Hofmeister.

II. OWNERS FORUM

Notice of the meeting was posted on the website. No Owners were present other than Board members.

III. APPROVE PREVIOUS MEETING MINUTES

The minutes of the December 11, 2015 Board Meeting were reviewed. Eric made a motion to approve the December 11, 2015 meeting minutes. Gary seconded and with all in favor, the motion carried.

IV. FINANCIALS

Current financials; current financials were reviewed as follows:

January 31, 2016 fiscal year end close balance sheet reports:

\$35,985.15 in Operating

\$146,141.65 in Reserves

\$57,575.35 in CD

January 31, 2016 P & L vs budget reports \$109,629 of actual expenditures vs. \$113,949 of budgeted expenditures. An underage of \$4,290.

Areas of significant variance were reviewed to include:

669 – Security \$1,725 under; due to timing of invoices pending

671 – General Building Maintenance \$8,221 over – The Board discussed expenses within this line item; deck railing wood replacements and dryer vent cages installations were identified as possible expenses that could be reclassified to the reserve account. Upon discussion, the Board agreed to keep the expenses in account 671 at this time.

672 – Plumbing and Heating \$2,678 under

677 – Spa Repairs and Maintenance \$3,968 under

683 – Unit Refurbishment \$2,134 under

Item for consideration – 2014/15 year end Operating surplus transfer to reserves- The possibility of moving the \$16,409 2014/15 operating surplus will remain under consideration.

Major Maintenance Chart Review

The Board would like to have a thorough review of the MMC in May. It will take place the same day as the next Board Meeting and Walk Through.

V. MANAGING AGENTS REPORT

Completed Items: SRG reported on the following completed items:

- Fireplace inspections
- Dryer vent cleaning and inspections
- Roof snow removal – SRG mentioned that some areas of the building may benefit from the addition of gutters and heat tape. The Board informed them that it's been looked into before, but SRG is welcome to investigate some solutions as well since it is still problematic.
- Garage door replaced from guest running into door (Confirmed payment has been made by owner)
- Painted trim around main entrance doors
- Fixed and adjusted both West and East man doors into garage
- Fixed South door in Lobby
- New carpet installed in office
- Garage swept and power washed
- Bell carts repaired (It was noted that 1 or 2 more carts would be useful, SRG will look into cost)
- Spare window glass ordered and in storage
- House Rules – added “No Smoking”
- Deck railing replacements –all priority deck railing replacements were completed this past Fall. SRG will inspect railings again this Spring for any additional repairs/ replacements necessary.
- Fire sprinkler inspection and report
- Backflows repaired for fire suppression system
- Toilet clogs cleared out – SRG will verify the location of the blockage to determine billing. SRG is also getting a bid from Clearwater Cleanup for a thorough clean out of the stacks.

Report Items

- Trash Compactor – SRG is working with Waste Management on getting a new compactor installed.
- Unit Occupancy – The Board discussed unit occupancy limits. The Board and Management will work to draft policy limiting occupancy to a reasonable number.
- Mats for Great Room – the Board discussed the possibility of “purchasing” mats for the common area as opposed to renting them from AlSCO on a monthly basis. SRG will investigate costs and report to the Board.
- Hot tubs – AS the hot tubs are aging, the Board and Management discussed replacement ideas. SRG has talked with Integrity Pools and Spas and Reconstruction Experts for bids on overhauling the area.
- Unit access checks
 - o 3 units fined due to lack of immediate access
- HB 1254; SRG presented the annual management fee disclosure as mandated by the State of Colorado.

Pending Items

- LED light conversion (ongoing) – Roughly 40% of the lights have been replaced with LED bulbs. SRG will continue to replace with LED's as the bulbs burn out.

Boilers/mechanicals

Repairs pending:

- Rubber boiler boots on order
- New circulation pump has been installed. SRG will call Gallegos Mechanical to inspect and correct alignment of the pump shaft.

Boiler log/inventory:

- Boiler log updated continually
- Inventory monitored and parts ordered to replenish stock

Leaks- the following leaks were discussed:

- 2628: Leak repaired. Will do final drywall fix after ski season (per owner's request)
- 2674: Cleared ice dam from roof, currently monitoring for signs of active leaking
- 2645: Inspected and did not find source. Not an active leak, drywall will be fixed after ski season (per owner's request)
- 2664: Slow leak, ice dam removed and problematic spots were sealed.
SRG will wait for the spring to repair drywall damages, unless owners with affected units ask for it to be repaired sooner.

VI. RATIFY BOARD ACTIONS VIA EMAIL

Virginia made a motion to ratify the following approved actions via Email:

- 12/17/15 Gas Pricing, possible "blend and extend" – Declined
- 1/5/16 Dumpster – Approved

Gary seconded, and with all in favor the motion carried.

VII. OLD BUSINESS

There were no old business items to report.

VIII. NEW BUSINESS

The following new business items were discussed:

- Barking dogs – there have been complaints of barking dogs left in units for extended periods of time. SRG has been in touch with those in violation and will follow up if there are additional complaints.
- An exit door in the Great Room occasionally doesn't open from the interior. SRG will look into solutions.
- Parking – So far Tenderfoot hasn't had an issue with unauthorized parking, however, the Board would like signs installed at both entrances stating that it is private parking. A "No Parking" sign will also be placed near the brick wall at the front of the Lodge.
- Saflok Key Expiration – Gary noted that his recent guests' keys quit working, and they had to get replacement keys from SRG. Kevin stated that the key expiration date is years out, but occasionally the keys will demagnetize. SRG will look into this issue though, and try to verify that all keys assigned in June 2015 are still active.

- Ski locker locks – Recently, 2603 changed their interior ski locker lock and Eric thinks it is more secure than the current locks. SRG will purchase six locks to keep as inventory if homeowners would like to replace their locks as well.
- Shoveling – Some of the walkways down to the bike path had not been shoveled this season. Although they were meant to be, Eric noted that it cuts down on ski boot traffic inside the Lodge since people go around. Gary and Virginia agreed that only the long path should be shoveled in the winters, and the other two won't be maintained. SRG will place "Caution: High Alpine Environment" signs on the existing posts.
- SRG will review the files to ensure all SB 100 and SB 89 policies are in place.
- Eric closed the meeting giving kudos to SRG. He said that they've been doing a great job.

IX. NEXT MEETING DATE

The next meeting date is Friday, May 20th, 2016.

X. ADJOURNMENT

With no further business, the meeting was adjourned at 6:16 pm.

Approved By: _____

Board Member Signature

Date: _____