

**TIMBERLINE COVE
BOARD OF DIRECTORS MEETING
MAY 18, 2009**

MINUTES

1. **Call to Order.** The meeting was called to order at 3:05 p.m.

2. **Attendance and Quorum.**
 - A. Board members in attendance either in person or by conference call were George Hart, Duane Abbott, Robert Levin, and Julie Neils.

A quorum was established.

 - B. Representing Mountain Managers in person were Hadley Osenga and Susan Witkowski. Eric Gill and Judy Freese participated via conference call.

3. **Approval of 12/19/08 and 3/2/09 Board Meeting Minutes.** A motion was made, seconded, and passed to approve the minutes as written.

4. **Repair and Maintenance Report.**

Hadley reviewed the key completed items from the last 2 Board meetings. These included arranging snow plowing through Premiere Property Services at the same rate as last year, obtaining HOA reimbursement from Mountain Meadows for their share of dumpster enclosure repairs, sending Ed Chang a letter detailing all outstanding invoices, and transferring \$30,000 from the operational account to reserves. Eric has also attempted to contact Ed Chang regarding outstanding monies but has not heard anything and no money has been paid.

Unit 102 was discussed. The owner seems happy with work that has been done on her unit. All expenses are being picked up by insurance/owner – The HOA is not paying for unit repairs. It was noted that the owner still owes a portion of the deductible. When she was originally billed the invoice was based on a \$1,000 deductible. It has since been determined that the deductible was actually \$5,000. The owner has been billed for the difference of \$1,294. The insurance claim was made through Wildernest. They charge a \$300 fee for filing any claim and this will also be billed to the owner.

Julie noted that the unit may be going into foreclosure as of 8/7/09 and is currently 5 months behind on dues. Whether or not to place a lien on the unit was discussed. Eric explained that with the super lien in effect the HOA will be guaranteed at least 6 months of owed dues. Julie believes the total owed on the unit is about \$510,000 so there should be equity. If the unit does go into foreclosure and the owner does not redeem it, would the HOA want to buy the unit? A loan could be taken out for this purpose but it was noted that loans that used to be fairly easy to obtain may be more difficult to get now due to the banking crisis. Eric feels it may be too early to worry about this. He did a walk through with Paul Davis and the owner has paid him approximately \$20,000. It doesn't seem likely that with equity in the unit and all she's paid that she would let the unit go. It's quite possible that she's negotiating with insurance companies, etc. It would be better to wait and see what happens. If dues payments are not forthcoming, the owner will be contacted prior to foreclosure to see what her plans are. (Subsequently, Eric spoke with the owner regarding when she would be bringing her account current. She stated the unit is no longer in foreclosure (she is paid up in that department) and she will be bringing her dues current in the near future.)

5. **Financials.** March financials were reviewed. Hadley briefly reviewed where the Association was either over or under budget. Overall, the Association is in much better shape than anticipated. Gas prices have been locked in for 2010 and many expenses are down. It was projected that the HOA would be at a negative \$6,481 year-to date but is actually \$31,807 ahead of budget.

Delinquencies were discussed. The only two delinquent accounts are 102 (discussed earlier), and CFC (Ed Chang). His dues are current but the outstanding invoices have yet to be paid (approximately \$9,600). As noted earlier, nothing has been heard regarding the outstanding balance. Eric noted that George seems to have a good rapport with Ed Chang and suggested that George give him a call. George agreed to do this and a copy of the letter that was sent to Ed will be e-mailed to George after the meeting. No further legal action (i.e. having an attorney write a letter) will be taken at this time.

This led to a discussion on the asphalt work that Ed had agreed to have done. Ed will be asked to contract directly with Columbine so all bills will go to him. After discussion it was decided that no asphalt work should be done unless Ed contracts and pays for the work.

The balance in the checking account was \$46,263.96 and the Money Market account balance was \$7,394.52.

6. **Old Business.**

- A. Garage door: A letter was received from Overhead Door Company. They have looked at the site and found no equipment failure or faulty installation. They noted that some of the card tags may have expired batteries or may have been otherwise compromised (sun warped or broken). They noted that the mode of operation has been changed (security has not been compromised). Anyone with a working card key can enter and there is no limit to how many cards can be used. The information needed to order new tags was included in the letter. Discussion took place on how many key cards should be permitted per unit and how much to charge for replacements. It was noted that owners have not been charged in the past. They turned in their old card and received a new one. Originally, the plan was to have the owner pay ½ the cost to replace a non-functioning card and full price (\$30) if they just wanted additional cards. After discussion, it was decided that until July 1, 2009, owners may turn in up to 2 cards for new ones at no charge. After 7/1/09, all cards must be paid for at full price. There are approximately 10 cards currently in stock. George would like to see 30-35 cards available. Mountain Managers was asked to order another 25 (that's the minimum order) and reorder when ever the number drops to 10. All agreed.

It was also asked if there is a more durable card available from the company. An e-mail will be sent regarding this issue.

- B. Discussion on removal of the path to the hot tub and planting grass instead was tabled until the next Board meeting.
- C. Concrete work and driveway repairs. Eric will call Jerry Frazee in the next couple of days and schedule a walk through to determine what still needs to be done. The information will be forwarded to Ed Chang.

- D. Spring/summer projects were talked about.

Installing a fence to prevent the property from being used as a “walk through” has been discussed in the past. Eric noted that Mountain Meadows is currently undergoing a major renovation and may be changing the type of fence. It would look great if both complexes used the same type. Duane and Robert have talked about a split rail type of fence and it was noted that this could be constructed of Trex and still look like wood. It was resolved to have Robert and Duane look at this when they are at the complex in a couple of weeks. They will also look into installing a bike rack in the garage. It was also resolved to have Duane and Robert look into possibly enhancing the front entry with tile to match lobby tile. They will arrange for a tile person to look at the area and obtain a bid.

Seal coating/stripping of the parking area: No seal coating should be done until after asphalt work is completed. George questioned the need for striping the parking lot. He pointed out that there isn't much traffic in the summer and the lines are covered with snow in the winter. All agreed that no striping should be done this year even if asphalt work is finished.

Julie noted that landscaping had been left out of the summer projects. This is the 2nd season and there is a 2 year warranty to consider. There are some dead trees and shrubs that were not replaced last summer. Eric noted that money had been received from the landscaper for the irrigation system but he needs to be reminded about dead trees. When Eric does a walk around with Robert and Duane he'll take some pictures and get a list to the landscaper of what needs to be replaced.

- E. Purchase versus renting mats for the elevator and garage areas was discussed. Hadley noted it was much easier to purchase mats and have Mountain Managers' staff vacuum, etc. It's much cheaper to do this instead of paying the monthly service costs for renting mats. Duane and Robert will also look into this when they are at the complex in June.
- F. Recycling study through High Country Conservation – Eric noted that a couple of meetings have been canceled but he's still working on this.
- G. Ed Chang's outstanding invoices were briefly talked about again. It was decided to send him a reminder. The original letter will be e-mailed to Ed with a note that he needs to contact Eric and let him know what the status is.
- H. Gas prices have been locked in through 2010 at lower than the budgeted amount. Questions were asked about locking in prices even farther out. Eric suggested waiting (locked in for the next 18 months) to see what gas does. Even if prices go down, there's time to wait and see.

7. **New Business.**

- A. George noted he feels there are too many chemicals being used in the hot tub resulting in a very heavy chlorine smell. Eric will have staff check on this and adjust chemicals as needed.

- B. Hot tub covers are not being put on correctly, the tie down handles are coming off, and the tops appear to be dented. Eric was asked to get an estimate on 2 new covers. It was suggested that the covers and tub be marked with corresponding marks that will line up if the cover is put on correctly. This would make it easier for people to get the cover on correctly.

One hot tub was operating all winter; both were fired up in March. This worked out OK.

- C. George noted that the deck railing on the sunny side is starting to peel. Eric has talked to Harley and it's on the schedule to sand/stain where necessary. It was noted that last year no sanding was done and it was not a very good job. Eric will make sure Harley sands and does all necessary prep work this year. All deck railings are an HOA responsibility.

- D. Siding maintenance was discussed – areas exposed to sun are fading. A painting schedule needs to be established. This will be looked at this summer when everyone is at the complex. Eric noted that the life expectancy of semi-transparent stain is about 5 years. Builders don't always do the greatest job with the first painting and it may not last 5 years. With the 2nd application done properly you should see a 5 year life. If a solid stain is used there is more UV protection and possibly a longer life span. Options will be discussed during the walk around.

- E. Robert has been extremely busy with moving and has not had a chance to follow up on finding out about cable upgrades, etc. He asked Eric to forward Comcast's phone number and he'll try to set up a meeting.

- F. Julie said she felt dryer vents should be addressed. Some were done last year but not necessarily the right ones. Which vents need to be done will be ascertained during the walk around. Vent cleaning will be coordinated for when someone is on site and can point out exactly which vents need to be done. All agreed with this suggestion.

8. **The Next Board Meeting** will be on Monday, July 13, 2009, 3:00 p.m. at Mountain Managers.

9. **Adjournment.** There being no further business, the meeting was adjourned at 4:15 p.m.

Signed:



6/09/2009

George Hart, President

Date

Judy Freese, Recording Secretary

Date