

**Tarn Landing  
Board of Directors Meeting  
October 26, 2017**

**I. Call to Order**

The meeting was called to order at 3:04 pm. Board members present were Dave Owens, Jeff Scott and Mike Barinek. Representing Summit Resort Group was Deb Borel. A quorum was present.

**II. Introductions/ Owners Forum**

It was noted that there were no owners, other than board members, present. Notice of the meeting and the agenda were posted on the website.

**III. Approve Minutes from March 16, 2017 Board Meeting**

The board reviewed the minutes from the March 16, 2017 Board of Directors meeting. Dave made a motion to approve the minutes with one change. Jeff seconded and the motion carried.

**IV. Financials**

SRG presented the following:

Financial Report as of September 30, 2017 close

September 2017 close financials report that Tarn Landing has \$37,409.84 in Operating and \$34,419.59 in Reserves.

September 2017 reports that Tarn Landing is \$2,112.52 under budget in Operating expenses.

Major areas of variance are:

- Sewer - \$807.60 over budget
- Snow Removal - \$4,225 over budget (this is due to invoices from 2016 being paid in 2017 as well as a heavy snow removal season)
- Roof Snow Removal - \$849 over budget (we have been aggressive in roof snow removal this season, resulting in no leaks to date in 2017)
- Plumbing and Heating - \$2,203.96 under budget
- Roof Maintenance - \$2,000 under budget
- Hot Tub Chemicals - \$900 under budget
- Board Discretionary Expense - \$1,399 under budget

As of September 2017 close, all Reserve contributions are current.

All Owners are paying dues.

2018 Proposed Budget

The Board discussed the proposed 2018 budget. Some changes will be made, and it will be presented to the owners at the annual meeting for ratification. A 7% increase to dues is proposed. The updated capital plan will be distributed at the annual meeting as well.

## **V. Managing Agents Report**

### Completed Items

- Irrigation start up and blow out
- Ribbon placed in eaves to deter birds from nesting and replaced where fell off
- Added heat tape to back side of B building where ice was building up – above B4
- Sent upper A building units and B4 a check for \$50 for reimbursement for heat tape heat
- Contracted BobbyCat to plow the snow for the 2017-18 season.
- Tree spraying as needed complete
- Touch up staining where needed is complete
- Snow stakes in place
- Towel rack hung in bathroom
- Crack fill and striping complete
- Flashing on roof dormers has been secured
- Caulking in the bathroom complete
- Mulch added to raised beds

### Pending Items

- Leaf removal continues
- Window well cleaning will be completed after leaves have completely fallen from the trees
- Small piece of wood on the back side of the C building, the missing pieces on the C building sign and the missing pieces on the B building sign is pending. Summit Color Service has not been paid for the work, as it is not complete.
- Bids to raise roof on old hot tub boiler room for bike storage are pending

### Report Items

- On December 11, the fire alarm and sprinkler testing will be done
- Lights are checked every week or so
- On May 25, I sent a packet of information via certified mail to Western States regarding the invoice that was received last year for the inspection, asking for an explanation for the cost (it doubled from previous years) as well as the agreement that the cost would be waived if TL did all the recommended work. I have received no response from them.
- SRG unable to obtain an estimate at no cost from an architect for a re-design of the 6 x 6 RR ties surrounding the raised landscaping beds in the parking area. This will no longer be pursued.

## **VI. Motions via Email**

Jeff made a motion to approved the following actions that have been made via email since the last meeting.

- A. 3/21/17 – Approval of 2016 tax returns
- B. 5/2/17 – Rules revisions approval
- C. 6/9/17 – Summit Color Service touch up painting approved
- D. 6/9/17 – Adoption of new rules

- E. 6/23/17 – Tree spraying approved
  - F. 7/17/17 – B building boiler replacement approved
  - G. 8/17/17 – Budget approved for presentation to owners at annual meeting
  - H. 9/23/17 – C16 remodel request approved
- Dave seconded and the motion carried.

**VII. Old Business**

A. The Board reviewed the Boiler Room Repairs from January 2013 to present that was included in the meeting packet. It was noted that the Boilers were inspected by the state and some minor repairs will be performed.

**VIII. New Business**

A. Rules Revisions – The Board discussed two revisions to the current Rules and Regulations. Mike made a motion to remove #5 under Vehicles and Parking Rules. Dave seconded and the motion carried. Jeff made a motion to add #12 under Rules and Regulations to state “It is the responsibility of each second-floor unit owner to ensure that no dripping grease or other cooking material falls from any second-floor patio onto the patio/s of other units below them. If that occurs, the owner of the second-floor unit which is the source of such material shall be financially responsible for any cleanup or replacement of furniture on the patio/s of any unit below the second-floor unit which is caused by the material dripping or falling onto the patio/s below the second-floor unit.” Mike seconded and the motion carried.

B. Roof Update – The board reviewed the roof report that was updated in September 2017. Roof replacement is currently on the capital plan for replacement in 2024.

C. Annual Meeting 2017 – The board reviewed the annual meeting packet for the November 4, 2017 meeting.

D. Jeff made a motion to give Deb and Dale a Christmas bonus in December. Mike seconded and the motion carried.

**IX. Next Meeting Date**

The next Board of Directors meeting will be held following the annual meeting to elect officers.

**X. Adjournment**

With no further business, Dave made a motion to adjourn at 4:57 pm. Mike seconded and the motion carried.

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Approved by

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Date