

**Tarn Landing
Board of Directors Meeting
October 27, 2016**

I. Call to Order

The meeting was called to order at 11:00 am. Board members present were Dave Owens, Jeff Scott and Mike Barinek. Representing Summit Resort Group were Deb Borel and site manager Dale Hendricks. 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 was posted on the website.

III. Approve Minutes from April 16, 2016 Board Meeting

The Board reviewed the minutes from the April 16, 2016 Board of Directors meeting. Jeff made a motion to approve the minutes as presented. Dave seconded and the motion carried.

IV. Financials

SRG presented the following:

Financial Report as of September 30, 2016 close

September 2016 close financials report that Tarn Landing has \$41,290.15 in Operating and \$58,693.61 in Reserves.

September 2016 reports that the Association is \$7,187.66 under budget in Operating expenses.

It was reported that as of September 2016 close, all Reserve contributions are current, and all owners are current with dues. Many have pre-paid.

2017 Operating Budget

The Board reviewed the 2017 proposed Operating Budget. In addition to the Operating budget with no dues increase proposed, SRG will create a budget with a 3.8% dues increase. All of the increase will be placed into reserves. This budget option will be sent to Board before the annual meeting, along with the Capital plan with and without the Reserves increase. By 2024 close, the Capital plan with the anticipated 3.8% annual increase, the closing balance should be close to zero.

V. Managing Agents Report

A. Completed Items

- i. Sent Annual Meeting notice to Owners
- ii. Irrigation start up and blow out

- iii. Dryer Vents cleaned in May
- iv. Hot tub cover replaced
 - v. Ribbon placed in eaves to deter birds from nesting – will be done again in the spring
- vi. Added heat tape to roof lines on the A building
- vii. Worked with upper floor A building units regarding heat tape electricity
- viii. Contracted BobbyCat to plow the snow for the 2016-17 season. He is aware that no snow is to be pushed onto the lawn behind the A building.
- ix. Tree spraying as needed has been completed
- x. Touch up staining of buildings and painting of A11 door
- xi. Deck surface staining

B. Pending Items

- i. Preferred window replacement
- ii. Snow stakes
- iii. Final leaf removal
- iv. Caps replaced on the posts (6 in total)
- v. Window well cleaning
- vi. Building A fire sprinkler leak repair is pending
- vii. Spacer on B1 – B4 entrance sign is missing. Painter will repair it.
- viii. Small amount of touch up stain on the B building will be done today – In the future, a formal contact will be signed for all work

C. Report Items

- i. Sign Safari will not upgrade the entrance sign, nor will House of Signs since the material of the sign is deteriorating.
- ii. On November 22, the fire alarm and sprinkler testing will be done
- iii. Lights are checked every week or so. Light is not working by A6.
- iv. Cost to replace lock on hot tub building is \$1,200 by Joe's Lock and Key. Have tried many times to talk to Julio from AM Locksmith, but no response after first conversation, and his voicemail is full. Dave will contact other locksmiths for a price for this lock repair / replacement.

VI. Motions via Email

Jeff made a motion to approve the following actions via email.

- A. 7/16/16 – Agreed to wait to replace front sign due to cost.
- B. 8/20/16 - Approved to have heat tape breaker installed on each upper floor unit in the A building and to pay Owners each \$50 per year for added electric costs
- C. 10/6/16 – Approved BobbyCat to perform 2016-17 snow plowing
Dave seconded and the motion carried.

VII. Old Business

- A. Boiler Room Repairs from January 2013 to present – The Board reviewed the list of recent boiler room repairs. SRG will meet with Joe and obtain a bid to replace the boilers in each building. The capital plan will be changed to reflect the projections.

VIII. New Business

- A. Common Area Smoking – SRG will send the proposed policy regarding smoking to Owners and request a vote in the form of a ballot. Owners will be informed of this at the annual meeting.
- B. C3 Email
 - a. Rubber Treads – The Board discussed the possibility of placing rubber treads on the stairs. The Board agreed that this will not be done due to liability.
 - b. C3 drip – SRG will look into a fix for the drip outside unit C3.
- C. Stairwell bike storage – Bicycles may not be stored under the stairs during the winter, and must be moved by November 1 each year. An email will be sent reminding Owners of this, as well as a reminder of what is permitted to be stored on the decks.
- D. Board Membership – Dave’s term is expiring this year. He is willing to serve another term. Bylaws may be amended by the majority of a Board of Directors.
- E. Annual Meeting 2016 – The Board reviewed the annual meeting packet.

IX. Next Meeting Date

The next Board of Directors meeting will be held after the Annual meeting on November 5, 2016 to elect officers.

X. Adjournment

With no further business, Dave made a motion to adjourn at 12:19 pm. Jeff seconded and the motion carried.

Approved by

Date