

**Tarn Landing
Board of Directors Meeting
March 16, 2017**

I. Call to Order

The meeting was called to order at 1:04 pm. Board member present in person was Dave Owens, and present via telephone were Jeff Scott and Mike Barinek. Representing Summit Resort Group were Kevin Lovett, 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 October 27 and November 5, 2016 Board Meetings

The board reviewed the minutes from the October 27 and November 5, 2016 Board of Directors meetings. 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 December 31, 2016 fiscal year end close

December 2016 close financials report that Tarn Landing has \$46,006.53 in Operating and \$64,367.05 in Reserves.

December 2016 reports that the association is \$11,277.77 under budget in expenses.

Dave made a motion to transfer the operating surplus of \$11,277.77 into Reserves. Mike seconded and the motion carried.

Financial Report as of January 31, 2017 close

January 2017 close financials report that Tarn Landing has \$49,187.03 in Operating and \$34,805.36 in Reserves

January 2017 reports that Tarn Landing is \$26.43 over budget in Operating expenses.

Major areas of variance are:

- Snow Removal - \$1,565 over budget (this is due to invoices from 2016 being paid in 2017)
- Roof Snow Removal - \$1,138 over budget (we have been aggressive in roof snow removal this season, resulting in no leaks so far this year)

Capital Plan

The board reviewed the capital plan.

- This plan is used as a tool to layout future expenses and determine funding needs for major repairs, replacement items and improvements, as they are needed.
- Deb discussed the projects the Capital plan indicated for 2016.
 - Roof maintenance and repairs - \$2,500 allocated
 - Entrance Sign - \$1,000 allocated
 - Crack Fill - \$800 allocated
 - Mulch - \$1,700 allocated
 - Building A Boiler - \$33,128.00 – paid in full
 - Pump for B building - \$1,000 allocated
 - Pump for C building - \$1,000 allocated
 - Hot tub cover - \$671 allocated

V. Managing Agents Report

A. Completed Items

- i. Sent Post Annual Meeting Mailer to Owners
- ii. Roof Snow and Ice Removal as Needed
- iii. Sent Owners of upper A building units a check for \$50 to cover heat tape costs
- iv. Replaced caps on posts as needed
- v. Window wells cleaned
- vi. Building A fire sprinkler leak repair complete
- vii. Spacer on B1 – B4 entrance sign repaired
- viii. Part of the A on the A1 – A4 building entrance sign replaced
- ix. Touch up staining complete
- x. Lock on hot tub building replaced by AM Locksmith
- xi. Spoke to Town of Frisco regarding trash blowing into Tarn Landing from surrounding establishments. The Town will monitor this.
- xii. Annual fire safety checks complete, as well as fire extinguishes
- xiii. Signs above unit stairs have been stained.

B. Pending Items

- i. SRG continues to monitor the drainage in front of C building
- ii. Hot tub code will be changed in May to 534

C. Report Items

- i. No roof leaks this year to date
- ii. Dale will place a towel rack in the hot tub building outside the bathroom.
- iii. SRG will monitor the maintenance of the lawn this summer.
- iv. The volume of the car wash beep is not adjustable.

VI. Motions via Email

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

- A. 1/23/17 – Hot tub lock approval to replace
- B. 2/1/17 – Adoption of Smoking Policy
- C. 2/1/17 – Adoption of Unit Modification Request form approved
- D. 3/4/17 – Approval of gutter, downspout and heat tape behind C3
- E. 3/10/17 – Insurance renewal with Farmers approved

Dave seconded and the motion carried.

VII. Old Business

- A. Window Replacement Policy – Mike made a motion to approve the Window Replacement Policy as presented. Jeff seconded and the motion carried. This policy will be placed on the website.
- B. Boiler Room Repairs from January 2013 to present – The Board reviewed the list of repairs. Next time a boiler is replaced, the plumber will be made aware of electronic thermostats, and remove them before any electrical work is done.

VIII. New Business

- A. HB 1254 – Per Colorado Legislation, SRG presented the annual Management Fee Disclosure to the Board.
- B. Roof Leaks and Repairs 2016-17 – there have been no roof leaks this season. Armando will be asked to repair any roof damage from snow removal.
- C. Landscaping 2017 – Dave made a motion to hire Neils Lunceford to complete tree pruning, spraying and the addition of mulch in raised beds. Mike seconded and the motion carried.
- D. 2017 Spring Walk Around – SRG will poll the Board in May for a June date.
- E. Fire Sprinkler Invoice Review – SRG will obtain a bid for deficiencies and the invoice will be discussed after this is received.
- F. Long Term Parking – The current parking rules will be more closely enforced. The current rules say that a vehicle may not be parked in the same spot more than 7 days. After the specified length of time, vehicles will be towed.
- G. Dogs and Tenants – Per the House Rules, only Owners are permitted to have pets.
- H. Amendment to Rules – Jeff made a motion to approve the proposed amendment to the House Rules, adding numbers 9 and 10. They will be revised and placed on the website. Dave seconded and the motion carried.
- I. There will be a hearing on March 28 regarding the conversion of office space to residential units above Exxon. There are currently three office spaces, and the developer is proposing to change them to four residential units. Jeff expressed concern about parking. There will be seven parking spots allocated for the 4 residential units. Dave plans to attend the hearing and he will report his findings to the Board.

A. Next Meeting Date

The next Board of Directors meeting will be held in June in the form of a Spring walk around. The date will be determined as weather permits.

B. Adjournment

With no further business, Dave made a motion to adjourn at 2:15 pm. Mike seconded and the motion carried.

Approved by

Date