

Snowcrest Condominium Unit Owner Association, Inc.

March 23, 2019

EXECUTIVE BOARD MEETING

AGENDA

ITEMS OF DISCUSSION:

1.0 CALL TO ORDER

2.0 APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 10, 2018

3.0 FINANCIAL REPORT

4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS

5.0 DECORATING COMMITTEE REPORT

6.0 LANDSCAPING COMMITTEE REPORT

7.0 EXTERIOR COMMITTEE

8.0 APPEARANCE COMMITTEE

9.0 SOCIAL COMMITTEE

10.0 OLD BUSINESS

11.0 NEW BUSINESS

11.1 ROOF LEAK

11.2 ROOF REPLACEMENT

11.3 ADDITIONAL SECURITY FOR 4848 FESTIVAL

12.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD

**12.1 EXECUTIVE COMMITTEE MEETINGS OF JANUARY 28, 30 AND FEBRUARY
23, 2019**

13.0 ADJOURN

Snowcrest Condominium Unit Owner Association, Inc.

March 23, 2019

EXECUTIVE BOARD MEETING

MINUTES

NOTE: Snowcrest Condominium Unit Owner Association, Inc.

The following is the writer's interpretation of the discussions and actions occurring at the referenced meeting. Any corrections, additions, or deletions should be noted to the writer within 10 days of the distribution date. Appropriate handouts and documents are available on the website. Copies of all handouts and documents are available upon request.

DISTRIBUTION: Board members and owners via website.

ATTENDEES: Members: David Roach, Kandy Ramos, Lisa Dandelet, Gregg Reed, Bryan Dye, Lora Graves, Richard Kuhn, Terri Shelton, and Cris Trout. Others: Hank Barnes Resident Manager, and home owners Lisa and David Sayre, Laurie and Tom Newsome, and Barry Barazzone and John Wryst. Proxies were presented for George Hurley, Dale Kohlrieser, and David Tickner.

1.0 CALL TO ORDER

David Roach called the meeting to order at 9:06 AM, and after roll call and a count of proxies stated that a quorum was present.

2.0 APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 10, 2018 BOARD MEETING

David Roach stated that he would entertain a motion to approve the Minutes of the Board Meeting of November 10, 2018. Lora Graves so moved. Cris Trout seconded. There was no further discussion. Motion carried.

3.0 FINANCIAL REPORT

Kandy Ramos presented the Financial Report. She stated that vending income is up, return on investments has done well this year, we continue to show an electric savings, phone and internet costs increased, and insurance decreased. Overall expenses appear in line with the budget.

Bryan Dye moved to accept the financial report. Lora Graves seconded. There was no further discussion. Motion carried.

4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS

Hank Barnes and Gregg Reed have been working on the summer work list, which was reviewed as follows:

4.1 SUMMER WORK LIST

1. Fix exterior wall outside (Southwest side).
2. Inspect siding. Caulk, Paint and replace siding as needed.
3. Inspect and repair handrails.
4. Shampoo Carpets all common area.
5. Inspect under building.
6. Patch cracks in foundation and Paint.

7. Inspect laundry Rooms and replace or repair laundry equipment.
8. Pressure wash and paint decks at entrances.
9. Touch up paint on Interior walls, Doors, and Handrails.
10. Replace light fixtures as needed.
11. Replace heater in Pump House.
12. Install lights at columns in hot tub area.
13. Inspect and flush Hot tubs and make necessary repairs.
14. Cut up fallen trees and damaged trees.
15. Install programmable locks on doors that need.
16. Inspect Balcony railing.
17. Oversee roof repair/replacement.
18. Move rocks around building if approved by board.
19. Install a couple more cameras in locations needed.
20. Continue to organize and inventory supplies.
21. Replace laundry room signs.
22. Repair shed and paint.
23. Repair enclosure around pump for dumpster.
24. Establish preventive maintenance program.
25. Obtain quotes for elevator.
26. Obtain quote for Carpet replacement where needed.
27. Inspect Atrium Windows.
28. Restock consumables.
29. Oversee exterior Painting.
30. Install Screens for summer.
31. Caulk and paint around entry doors if needed.
32. Inspect all common area windows.
33. Clean up landscaping.
34. Clean parking lot and determine sealing and lines required.
35. Inspect signs and repair or replace as needed.

David Roach said he would entertain a motion to accept the Summer Work List. Lisa Dandelet so moved. Cris Trout seconded. There was no further discussion. Motion carried.

Discussion was held on the following items:

Discussion was held regarding if foundation cracks were old or if new ones had been noted, and if an engineer or qualified firm should be brought in to examine foundation and make recommendations. It was agreed that Hank would view the interior areas of the foundation and provide photos at the May meeting.

Hot Tub #4 continues to be cooler than remaining tubs. Hank is getting cost figures together for better covers. Water World in Elkins is scheduled to come up in April to look at tub #4.

Lora Graves and Bryan Dye offered to check into signs for the laundry areas.

It was pointed out that the exterior doors often slam shut or close too slowly. Hank said he will adjust them. He stated that the reason that some close differently is due to the fact that he has to adjust them based on wind conditions.

Additional items which were considered under the Operations/Resident Managers report as follows:

Hank stated that a tenant started to light a fire in the fireplace of the unit they were in, but were stopped. He also noted that some units have not updated the thermostats, some of which are malfunctioning. After discussion, it was decided that Hank will make a list of units with older thermostats and also fireplaces that do not have electric logs but can open. Homeowners will be notified that older thermostats should be replaced as a safety precaution and fireplaces without electric logs should be sealed to prevent future attempts to build a fire. Also, units with electric fireplaces should provide directions for operation. Hank gets a number of calls regarding their operation. This will be included in the President's letter. Each affected homeowner will be contacted after the inspections are complete.

5.0 DECORATING COMMITTEE

Lisa Dandele reported that an email was sent to all committee members. A tour was made of the building prior to the meeting. Lisa reported that the common area furnishings appear to be holding up well. The soda machine was purchased and appears to be doing well. The Decorating Committee is discussing options regarding boxing in the PVC in the hot tub areas. Painting was brought up as an option. A possible issue with painting discussed previously was the paint sticking to the PVC given the high humidity in the area. It was mentioned that unnecessary upgrades will wait until discussion and a decision is made regarding the roof. It was decided that the existing greenery be removed from the hot tub areas as it is old. A possible replacement will be discussed by the committee at a later date. An area of bleach/staining was noted on 2nd floor lobby carpet. Hank is going to try dye to see if the spot can be covered. John Wryst offered to donate an additional Christmas tree and decorations. He will get them to Hank. Some damage in the game room ceiling was noted, and Hank has added this to the summer work list

As a subcommittee of the hot tub committee, it was also discussed that tub #4 (B side) continues to have issues after various repairs. Hank reportedly replaced the timer, but there have still been issues with this particular tub. Tim Sparks is now working in Washington DC and is no longer an option. Water World is now scheduled in April. Other options discussed include better hot tub covers and/or possibly a heater in the hot tub areas to raise the air temperature. As Tub #1 maintains a hotter temperature with same air temperature, it was decided that the issue is likely with the tub itself. Hank would meet with Water World and report their findings/recommendations.

Terri Shelton moved to accept the Decorating Committee report. Cris Trout seconded. There was no further discussion. Motion carried.

6.0 LANDSCAPING COMMITTEE REPORT

Lisa Dandele reported that an email was sent to committee members. Removal of some rocks has been discussed as per Hank's request to simplify mowing. Due to snow fall, the rocks will be viewed prior to the May meeting. Hank indicated that a lot of trees were downed this season. A committee member asked if it would be possible to have 1 or 2 flower pots at the East and West entrances during the spring/summer season, They offered to help with pot selection and planting if Hank Barnes could do the general watering. Hank agreed to do this. Committee member will be notified, given budget, and work with Hank to get this completed. Bryan Dye and Lora Graves also offered some perennials for the sign area. A committee member sent through a list of items needing addressed after a review of our grounds, and those items that were not already on the summer work list were added.

Lora Graves moved to accept the report. Terri Shelton seconded. There was no further discussion. Motion carried.

7.0 EXTERIOR COMMITTEE

Lisa Dandele reported that an email was sent to committee members. Lisa spoke to Bill Brenneman and he has us scheduled for July to paint 1/4 of the building. She made him aware of possible roof replacement in

case it would affect the timing. A subcommittee was formed for the roof issue, which is discussed as a separate line agenda item below. It was mentioned that perhaps some trees that fell during season should be replaced. It was also discussed that possibly an additional picnic table or similar for use in the off season be considered. This will be discussed by the committee

Richard Kuhn expressed concerns regarding the exterior siding and possible future replacement for the entire building due to age and general condition. He mentioned firms which could assess the siding and make recommendations. He is going to get names and prices of companies and present this information at the May meeting. Hank will continue the current inspection of the building and siding replacement until any future decision is made.

Bryan Dye moved to accept the report. Terri Shelton seconded. There was no further discussion. Motion carried.

8.0 APPEARANCE COMMITTEE

There was no report at this time.

9.0 SOCIAL COMMITTEE

Lora Graves stated that the band from last year requested \$1500 to return due to band size and expenses. It was noted that the band was great and everyone seemed to enjoy them. David Roach said he would entertain a motion to authorize Lora Graves to offer Big Planet Soul up to \$1500 to play at Snowcrest Homeowners weekend without lodging included.

Kandy Ramos so moved, Gregg Reed seconded. There was no further discussion. Motion carried.

10.0 OLD BUSINESS

None at this time.

11.0 NEW BUSINESS

11.1 ROOF LEAK

David Roach stated that the insurance adjuster completed his initial review after the roof leak and the insurance company has determined that the roof leak was an act of nature and therefore each individual homeowner was responsible for damages to their unit. After reviewing our Declarations, the adjuster indicated that the Association was responsible for the unfinished surfaces (ie. drywall and seal coat) and not paint, fixtures, carpet or any floor finishes in any of the units. This means that the Homeowner would be responsible for any painting, ceiling texture, furniture, and floor finishes including carpet. Kandy Ramos is still discussing this decision with them and filed another claim to cover the above expenses. We have been told that they will consider it. As of this date we have not received a decision regarding the additional claim. The insurance company has determined that loss of rental is a 1st party loss, and for that reason the loss of rents would fall back to the Unit Owners policy. They will not reconsider this decision.

David Roach stated the Declarations are very clear about who is responsible for what. He further stated that the Association could just pay for all costs involved, but pointed out if we were to pay for lost revenue, painting and flooring, it would be a clear violation of the Declarations. Further, it could open the Board up to charges of misuse of funds by Homeowners who are not affected but would be asked to help pay the costs through their dues. Furthermore, paying for things that are not the responsibility of the Association would set a precedent that could cause major problems in the future. Discussion ensued and the consensus was that going against the Declarations was not an option at this time. Also, it was decided that Kandy would continue through with the additional claim, and that Kandy would also contact the previous agent to get his input if the claim was not successful.

Amending the Declarations was discussed, but as this was a possible isolated incident, and we have been informed that if we change the Declarations to cover more costs, our insurance rate will increase, it was determined that no Board action would be taken at this time.

11.2 ROOF REPLACEMENT

David Roach stated that as a result of the roof leak, the roof was inspected and the contractor determined that the roof could not be satisfactorily repaired and replacement was recommended. The replacement of the roof raised a number of issues and an adhoc committee was formed to recommend a course of action to the Board. The Committee, chaired by Gregg Reed is composed of Kandy Ramos, Lisa Dandeleit, Richard Kuhn, Barry Barazzone, Hank Barnes, and John Wryst.

Gregg Reed presented information regarding new roof installation, beginning with the type of roof needed. There has been discussion regarding a truss roof vs a flat roof. After extensive research, Gregg explained in detail why our building is not designed for a truss roof, and stated the only sensible viable option was a flat roof.

He and Richard Kuhn have met with roofing contractors and different ideas were discussed. Gregg Reed and Richard Kuhn both have put significant time into meeting with contractors, and Gregg emphasized the importance of a knowledgeable and experienced installer. Gregg brought samples of some materials and explained at length regarding the installation on our building. Further, they discussed the additional work needed to bring the entire roof area up to date including replacement of the atrium windows, atrium siding, additional drains, etc. They also discussed the contractors which appeared the most diligent, and they stated they will follow through with getting more exact costs. Installation would be this spring or summer. Preliminary estimates were discussed. There is \$350,000 currently budgeted for roof replacement this year. Kandy stated she would look at the budget and get back to the board regarding additional funds as we have some expenses which carry over from year to year until needed. Therefore, additional funds will be available.

David Roach said he would entertain a motion to authorize up to \$450,000 for roof replacement, with the specific contractor to be chosen by the Roof Committee. Lora Graves so moved. Terri Shelton seconded. There was no further discussion. Motion carried.

Gregg Reed and RichardKuhn as well as the committee were thanked for all of their effort in researching andpresenting the information on the roof.

11.3 ADDITIONAL SECURITY FOR 4848 FESTIVAL

Bryan Dye requested that the Board consider additional security for the 4848 Festival. He stated that this was going to be a big festival. This was discussed and it was decided that Kandy would be asked to check with Snowshoe regarding security planned for the event. It was also mentioned that perhaps a sign could be placed at the base of our hill regarding parking only for Snowcrest owners and guests. This will be further discussed at the next Executive Board Meeting.

12.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD

12.1 EXECUTIVE COMMITTEE MEETINGS OF JANUARY 28, 30 AND FEBRUARY 23, 2019

David Roach stated that The Executive Committee met electronically on January 28, 2019 and determined that an emergency situation occurred on January 23, 2019 due to a significant roof leak. The Executive Committee met again on January 30, 2019 and authorized Kandy Ramos to enter into a contract with Servpro to dry damaged areas and remove any mold at a cost not to exceed \$6,300. The Executive Committee met on February 23, 2019 and authorized Kandy Ramos to enter into a contract with Ultimate Roofing to install a tarp on the roof to temporarily eliminate the roof leakage that again occurred on 2 21 19. The cost was not to exceed \$5,500. This contract was not implemented as the contractor subsequently

determined that he could not guarantee that the tarp would prevent further leaks. He did make some temporary repairs.

12.2 DOG WASTE

David Roach stated that a home owner has expressed concern regarding dog waste on the trails, woods and the cell tower, which is a popular dog walking area surrounding Snowcrest. She is concerned that with the dog excrement accumulating, Snowshoe may “ban” us from the property. She has requested that the Board issue an appeal to Homeowners to clean up after their pets on Snowshoe property. It was decided that David Roach would include this in the President’s letter.

The homeowner also inquired about a waste station being installed to dispose of dog waste bags. She stated that it is inconvenient to walk to the dumpster and difficult for some people to open it. It was decided that the board would check into Snowshoe installing one as they have others on the mountain.

13.0 ADJOURN

There being no further business, the meeting was adjourned at 12:20 PM. The next scheduled Board Meeting is May 25, 2019 at 9 AM.

Respectfully Submitted,

David Roach, President