

**Snowcrest Condominium Unit Owner Association, Inc.**  
**March 28, 2015**

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**EXECUTIVE BOARD MEETING  
AGENDA**

**ITEMS OF DISCUSSION:**

- 1.0 CALL TO ORDER**
- 2.0 APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 1, 2014**
- 3.0 FINANCIAL REPORT-**
- 4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS**
  - 4.1 SUMMER WORKLIST**
- 5.0 DECORATING COMMITTEE REPORT**
- 6.0 LANDSCAPING COMMITTEE REPORT**
- 7.0 EXTERIOR COMMITTEE**
- 8.0 APPEARANCE COMMITTEE**
- 9.0 OLD BUSINESS**
  - 9.1 HOT TUB REPLACEMENT**
  - 9.2 STATUS OF TV SERVICE**
- 10.0 NEW BUSINESS**
  - 10.1 RESIDENT MANAGER EVALUATION**
  - 10.2 RESIDENT MANAGER CONTRACT**
- 11.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD**
  - 11.1 PRESIDENT'S AND COUNTY COMMISSIONERS MEETINGS**
  - 11.2 REPLACEMENT OF LUGGAGE CARTS**
- 12.0 ADJOURN**

**EXECUTIVE BOARD MEETING  
MINUTES**

**ITEMS OF DISCUSSION:**

**1.0 CALL TO ORDER**

The meeting was called to order at 9:07 a.m. Attending were Board Members Kandy Ramos, Lisa Dandelet, David Roach, Terri Shelton, Cris Trout and John Krause. Proxies were given by Dale Kohlrieser, Sherry Martin, Tom Dandelet, Bill Brookhart and David Tickner. A quorum was determined to be present. Greg and Debbie Elbon were also present.

**2.0 APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 1, 2014**

David Roach stated that he would entertain a motion to approve the Minutes. John Krause so moved. Cris Trout seconded. There was no further discussion. Motion carried

**3.0 FINANCIAL REPORT**

Kandy reviewed the financial report and added that no homeowners were behind and no units were in foreclosure

Lisa Dandelet moved to approve the financial report. John Krause seconded. There was no further discussion. Motion carried

**4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS**

Lisa reported that there are cracks in the parking lot that Greg can fill for \$300.

David Roach stated that he would entertain a motion to authorize Greg to repair the cracks in parking lot at the cost of up to \$300.00. John Krause so moved. Kandy Ramos seconded. There was no further discussion. Motion carried

Discussion continued about the entrance to our parking lot, which is Snowshoe property, but which we have been maintaining for approximately the past 8 years. Snowshoe will be contacted to see if they plan to repair the entrance. We will wait until June for a response from Snowshoe, and if Snowshoe declines to repair, Greg will get one estimate for repair. David Roach stated that he would entertain a motion to authorize Greg to repair the entrance up to a cost of \$950.00 contingent upon Snowshoe's response to our request for repair; John Krause so moved; Kandy Ramos seconded. There was no further discussion. Motion carried.

Lisa Dandelet discussed the sprinkler issues and pipes under hot tubs. A leak was found and repaired, but pipes under building, especially near the hot tubs need repair. She noted that there was money in the budget to repair the pipes, and that will be done while hot tub replacement is underway.

According to Greg Elbon, there is an issue with homeowners removing the pipes from the chimney, which can cause the chase roof to sag, which in turn, can cause water to accumulate causing leaks. David Roach stated that he would entertain a motion that due to the potential for leaks and damage from loss of support, there will be a moratorium on pipe removal from chimney chases until chases are removed and the roof is replaced. John Krause so moved. Kandy Ramos seconded. It was noted that the roof will likely be replaced in about four years. Motion carried.

#### **4.1 SUMMER WORKLIST**

David Roach noted that the summer worklist did seem to require further discussion. Greg Elbon noted that the three hot tubs had been removed, but the heater not installed due to the sprinkler issue. David Roach stated that he would entertain a motion to approve the summer worklist. John Krause so moved. Chris Trout seconded. There was no further discussion. Motion carried. The Summer Worklist follows:

REMOVE EXISTING HOT TUBS

RE-PLUMBING NEW HOT TUBS

MAINTENANCE ON HOT TUB HEATERS (ON GOING) / INSTALL NEW ELECTRIC HEATER

REPLACE SIDING WHERE NEEDED (ONGOING)

REPLACE THE STONE AROUND POST AT MAIN ENTRANCE

STEAM CLEAN ALL COMMON AREAS

DRESS UP LANDSCAPING (ON GOING)

TOUCH UP PAINT WHERE NEEDED (INTERIOR AND EXTERIOR) (ONGOING)

CLEAN UP FALLEN TREES (ONGOING)

REPLACE THE FLOURESENT LIGHTS IN THE HOT TUB AREAS **16 fixtures**

CHECKING ON DIFFERENT FIXTURE OPTIONS

ROOF COATING ON THE FIREPLACE CHASES

ROOF COATING ON ATRIUMS

REPLACE BAD DOOR CLOSURES (ONGOING)

CLEAN THE ROOF ABOVE THE HOT TUBS

REPAIR DAMAGE CEILINGS IN BUILDING COMMON AREAS (ON GOING)

SPRING CLEAN THROUGH-OUT THE BUILDING (ON GOING)

REPAIR, REPLACE AND PAINT SIGNS AROUND THE BUILDING (ON GOING)

INSPECT UNDER THE BUILDING (ON GOING)

CLEAN ALL STORAGE AREAS (ON GOING)

REWIRE THE ROOF LIGHTS

REPAIR ENTRY DOORS (HINGES AND SEALS) (ON GOING)

REBUILD THE BACKUP COMPRESSOR FOR THE SPRINKLER SYSTEM

REPAIR CEILING DO TO ROOF LEAKS 311B AND 315A

CLEAN AND RESTRIPE THE PARKING LOT

David Roach stated that he would entertain a motion to accept the Operations/Resident Manager Report. John Krause so moved. Kandy Ramos seconded. There was no further discussion. Motion carried.

## **5.0 DECORATING COMMITTEE REPORT**

Lisa Dandelet reported that the Hot Tub Committee had done a great job choosing colors, etc. Discussion ensued about decoration of the hot tub areas, and it was agreed that the signs in the hot tub area needed to be updated and replaced. Additionally, it was agreed that the furniture in the common areas did not need to be replaced this year; therefore, the \$10K for furniture replacement would be moved back in the budget.

David Roach stated that he would entertain a motion to authorize Lisa Dandelet and Terri Shelton to develop signage for the hot tub areas at a cost not to exceed \$500.00 (4 signs; 2 for each side). John Krause so moved. Cris Trout seconded. There was no further discussion. Motion carried.

David Roach stated that he would entertain a motion to accept the Decorating Committee Report. John Krause so moved. Terri Shelton seconded. There was no further discussion. Motion carried.

## **6.0 LANDSCAPING COMMITTEE REPORT**

Lisa Dandelet reported that the area was toured prior to the meeting. An email has been sent to all committee members asking for input. Current spring plans are general clean up. David Roach stated that he would entertain a motion to accept the Landscaping Committee Report. John Krause so moved. Cris Trout seconded. There was no further discussion. Motion carried.

## **7.0 EXTERIOR COMMITTEE**

Lisa Dandelet reported that the exterior paint still looks good, but the top of the siding boards needed work. Lisa recommended that we reconsider moving the painting scheduled for 2017 to 2016. Board agreed to review that at June meeting. David Roach stated that he would entertain a motion to accept the Exterior Committee Report. Cris Trout so moved. John seconded. There was no further discussion. Motion carried.

## **8.0 APPEARANCE COMMITTEE**

No report at this time.

## **9.0 OLD BUSINESS**

### **9.1 HOT TUB REPLACEMENT**

Lisa reported that work is scheduled to begin on Monday, March 30<sup>th</sup>. The hot tubs have been built and will be shipped soon. The hot tub replacement is currently under budget (\$95K expected and \$110K budgeted). However, lighting, fork lift, and lumber will bring the project up to budgeted cost. We will eventually need to purchase 3 additional heaters but will wait to determine the efficiency of the electrical heater that will be installed on the first tub.

### **9.2 STATUS OF TV SERVICE**

Kandy will get a final price from CityNet in June. We basically have 3 options: CityNet, Upgraded Bulk TV, or if our current equipment is ok, keep TV service as is. These options will be presented at the Homeowners Meeting for their decision.

## **10.0 NEW BUSINESS**

### **10.1 RESIDENT MANAGER EVALUATION**

Lisa stated that she had conducted the Resident Manager evaluation and that Greg received an excellent rating on his evaluation. David Roach stated that he would entertain a motion to accept the evaluation. John Krause so moved. Cris Trout seconded. There was no further discussion. Motion carried.

### **10.2 RESIDENT MANAGER CONTRACT**

David Roach stated that Greg will not be renewing his contract as of June 30, 2015. David Roach said that it was deeply regrettable that Greg was not renewing his contract, but on behalf of the Board, expressed his sincere appreciation for the outstanding work that both Debbie and Greg have done over the last 8 years.

David Roach stated that he would entertain a motion to enter **Executive Session to Discuss Contracting with a Resident Manager**. John Krause so moved. Cris Trout seconded. There was no further discussion. Motion carried and the Board entered Executive Session at 10:18 a.m. David Roach stated that he would entertain a motion to re-enter open session. John Krause so moved. Terri Shelton seconded. There was no further discussion. Motion carried and the Board re-entered open session at 10:54 a.m.

On the recommendation of Greg Elbon, the Board interviewed Mr. David Painter, who has extensive experience maintaining other properties on the mountain, and has resided at Snowcrest for the past 2 years. Mr. Painter is currently employed in a maintenance capacity by Mr. George Bell.

After the interview with Mr. Painter, David Roach stated that he would entertain a motion to offer Mr. Painter a 1-year contract to perform the duties of Snowcrest Resident Manager. Said Contract shall be contingent upon Mr. Painter obtaining a West Virginia business license, satisfactory references, and a satisfactory background check. The contract shall begin on June 1, 2015 and shall be for \$60,000 per year including 2 weeks paid vacation. John Krause so moved. Terri Shelton seconded. Greg Elbon stated that he would spend June working with Mr. Painter to orient him to the job. Motion carried.

## **11.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD**

### **11.1 PRESIDENT'S AND COUNTY COMMISSIONERS' MEETINGS**

David Roach reported, after attending the President's Meeting, that Snowshoe has \$350K set aside for Capital Improvements, which they would use for new electric signage across the mountain. It will also include low energy snowguns on the Western Territory, lighting replacement, etc. It was also suggested at the meeting that there be better coordination among contractors on the mountain. David Roach gave a RAD update and noted that Homeowners needed to make every effort to contact the county commissioners to express their approval of the RAD. It is now up to the County Commissioners whether the RAD goes forward or not. They have indicated that they want to hear from homeowners. David will encourage the Homeowners to do this in an email.

Discussion then turned to a related topic of Snowshoe's decision to close the mountain on Monday through Wednesday but stay open later on Thursday through Sunday. Concern was expressed that there will be no place to eat or activities for those staying during the week.

Cris Trout noted that Misty's at Silvercreek will be open as follows: Once Snowshoe closes after ski season on April 5th, Misty's will go to 7 days a week with hours ranging from 1pm to 8pm to 1pm to 10pm.

Once Snowshoe reopens their food and beverage operations around Memorial Day, Misty's will close on Thursday and Sunday and continue to operate the rest of the week from 1pm to 9pm or 10pm.

David Roach noted that Foxfire is deciding what days they will be open.

Kandy indicated that the golf course will open May 12<sup>th</sup>. The Raven Grille will be open every day starting May 12<sup>th</sup> until end of golf season.

#### **11.2 REPLACEMENT OF LUGGAGE CARTS**

Dale Ramsey, a homeowner requested that the Board consider replacing the two old luggage carts. All agreed that the two old carts are in very poor condition and should be replaced. David Roach stated that he would entertain a motion to authorize Kandy to purchase two new luggage carts not to exceed a cost of \$1,200.00. Lisa Dandelelet so moved; Cris Trout seconded. There was no further discussion. Motion carried.

#### **12.0 ADJOURN**

As there was no further business to be brought before the Board, the meeting was adjourned at 12:56.

The next regular Executive Board Meeting is scheduled for June 6, 2015 at 9:00 AM.

David Roach,

President, Snowcrest HOA