

Snowcrest Condominium Unit Owner Association, Inc.

**October 8, 2011 **

EXECUTIVE BOARD MEETING

AGENDA

ITEMS OF DISCUSSION:

1.0 CALL TO ORDER

2.0 APPROVAL OF MINUTES OF BOARD MEETINGS OF AUGUST 12,13, 2011 AND HOMEOWNERS MEETING OF AUGUST 13, 2011

3.0 FINANCIAL REPORT

3.1 DETERMINATION OF ASSOCIATION FEES FOR 2012

4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS

4.1 STATUS OF SUMMER WORK LIST

5.0 DECORATING COMMITTEE REPORT

6.0 LANDSCAPING COMMITTEE REPORT

7.0 EXTERIOR COMMITTEE

8.0 APPEARANCE COMMITTEE

9.0 SPOC

10. OLD BUSINESS

10.1 ROOF

10.2 INTERNET UPGRADE STATUS

11.0 NEW BUSINESS

11.1 PARKING LOT REPAIR

12.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD

12.1 FIRE PANEL

13.0 ADJOURN

Snowcrest Condominium Unit Owner Association, Inc.

October 8, 2011

EXECUTIVE BOARD MEETING MINUTES

NOTE: 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, Marc Ramos, Cris Trout, Bill Brookhart, Kandy Ramos, David Tickner, Terri Shelton and John Krause. Proxies were presented for Jim Michael, Tom Dandelet, and Lisa Dandelet
Homeowners: Jeff and Lisa Hollandsworth
Resident Manager: Greg and Debbie Elbon

1.0 CALL TO ORDER

David Roach called the meeting to order at 9:01AM, and after roll call and a count of proxies stated that a quorum was present. As Lisa Dandelet was not present, he asked for a volunteer to take the Minutes. Terri Shelton volunteered .

2.0 APPROVAL OF MINUTES OF BOARD MEETINGS OF AUGUST 12,13, 2011 AND HOMEOWNERS MEETING OF AUGUST 13, 2011

David Roach stated that he would entertain a motion to approve the Minutes of the above meetings which have been previously sent to Board Members and posted on the website. Bill Brookhart so moved. John Krause seconded. There was no further discussion. Motion carried.

3.0 FINANCIAL REPORT

Kandy presented the Financial Report for Board discussion and approval. Bill Brookhart asked a question about the trash compactor. Discussion ensued and Kandy stated that the funds have been put aside to replace or for parts and the compactor will also need to be painted next year

Discussion about the chimney chases and roof ensued and David Roach stated that he would entertain a motion to suspend the agenda and move to Agenda Item 10.1 Roof, as this situation impacted the financial report and recommendations. See Item 10.1 Roof. David Tickner so moved. Marc Ramos seconded. Motion carried. After significant discussion, Kandy recommended an increase in the Maintenance Reserve funding of \$10,500. She noted that we were collecting \$5,871 per year to repay ourselves for the satellite equipment. This is an offset

cost, so there is no increase in condo fees to fund. We did not purchase firewood this year, so she recommended that we move the \$5,000 to the Maintenance Reserve Fund to help pay for the roof. We were able to move \$70,000 to the Maintenance Reserve Fund from the telephone bill settlement. She will revise the Financial Statement and projections to reflect these recommendations.

Based on the above, she calculated a \$8 per unit increase with the new condo fees at \$290 for a 1 bedroom and a \$9 increase to \$360 for a 2 bedroom. The recommended increase is based on the following adjustments to the budget:

Telephone Service \$800 increase per year

TV Satellite/Wireless Internet \$2,200 includes monthly increase plus increase in band width

Electricity \$500 increase based on current year usage

Elevator inspections \$400 increase

Attorney Fees \$500 increase

Expected costs associated with the roof

Bill Brookhart moved to accept the Financial Report. John Krause seconded. There was no further discussion. Motion carried.

3.1 DETERMINATION OF ASSOCIATION FEES FOR 2012

Based upon the recommendation of the Treasurer, David Roach stated that he would entertain a motion to set Association Dues at \$290 for a 1 bedroom unit and \$360 for a 2 bedroom unit for 2012. Bill Brookhart so moved. John Krause seconded. Motion carried.

4.0 OPERATIONS/RESIDENT MANAGER REPORT/RECOMMENDATIONS

Marc Ramos stated that the Resident Manager report and recommendations were covered by other agenda items and reviewed the status of the Summer Work List

4.1 STATUS OF SUMMER WORK LIST

Finish gathering rock for landscaping west side entrance **complete**

Paint unit doors **complete**

Paint shakes north and south entrances **complete**

Paint west side entrance **complete**

Steam clean all carpet in common areas **complete**

Prep and seed grounds around the building **complete**

Removal of damaged trees around the building **complete**

Install 3" stone at entrance to stop erosion **complete**

Purge hot tubs and do preventive maintenance **complete**

Roof coating for Atriums **complete**

Roof coating for chimney chases **complete** This is an area that should be taken care of next spring. The chases need to be re-done before anything else.

Chipped debris from removed trees **complete**

Fire panel and A/Vs have been replaced **complete**

Chimney sweep **complete**

Replace fence at propane tank **complete**

Repaired leak in wall of 111A **complete**

Repaired leak on 1 ½ " drain line under building **complete**

Touchup paint throughout the building **ongoing**

Re-caulk windows at Atriums **ongoing**

Inspect under building for maintenance issues **ongoing**

Replace damaged siding where needed **ongoing**

Spring clean throughout the building **ongoing**

Repair damaged ceilings in common areas **ongoing**

Header the shed roof off of sprinkler room **in progress**

Replace deck boards east side entrance **Complete**

Clean and replace dryer vents where needed

Install frost free faucets outside east n west sides **Complete**

All the maintenance rooms have been cleaned up **Complete**

Greg noted that we should have 2 linen rooms for rent this winter, one cleaning service has already placed a deposit on the big linen room 3rd floor B-side and the storage room behind 3rd floor laundry room that is being rented by the owner of 312B

Bulk TV sent out a service tech who was able to unsecure most of our routers. This should alleviate the problem of renters securing the routers which then prohibits others after them from accessing the internet. He stated that we will need to replace two.

John Krause moved to accept the Operations/Resident Manager Report. Bill Brookhart seconded. There was no further discussion. Motion carried.

5.0 DECORATING COMMITTEE REPORT

Lisa's written report indicates that discussion is being held regarding replacing the TV in the game room with a flat screen. Reasons include modern appearance, better quality picture, and larger screen, which in turn should increase use of the room, especially during special events such as Super Bowl, etc. Marc and Kandy are looking for deals and considering a Black Friday purchase. David Roach suggested considering a refurbished TV. Marc Ramos suggested that we consider installing an electric fireplace insert. It was decided that we would wait until the issue of other fireplace inserts in conjunction with the roof situation was determined. Existing decorations continue to be rotated throughout the building with the different seasons. Greg and Debbie continue to do a wonderful job keeping the building looking great.

David Roach stated that he would entertain a motion to accept the Decorating Committee Report. Marc Ramos so moved. Cris Trout seconded. There was no further discussion. Motion carried.

6.0 LANDSCAPING COMMITTEE REPORT

Lisa's written report indicates that Greg has done some additional seeding around building and new fire pit area. His plans are to re-seed all of the newer grassy areas this fall. The volunteer party to build the fire pit after the Homeowners Meeting was a great success! Many thanks to all who volunteered their time and energy (and to the elves that had part of it started before the meeting was over!). Greg reports a fire area has been added and the entire area is ready to use for socializing. Future plans include possibly enlarging the area as additional funds become available. Greg also has completed some of the larger rock in the ditch by the entrance; finish work still needs completed.

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

7.0 EXTERIOR COMMITTEE

Lisa's written report indicates that Marc and Greg have had two roofing companies up for estimates. More detail will be provided under Agenda Item 10.1 The paving for the parking area is underway. More detail will be provided under Agenda Item 10.2. Bill Brenneman has indicated he is planning on painting another quarter of the building in 2012 (preliminary date is June/July). He stated he would get the paperwork to Kandy soon. He also thanked the Association for the continued business relationship. Greg and Debbie continue doing a great job on the landscaping and exterior.

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

8.0 APPEARANCE COMMITTEE

There was no report at this time. It was noted that Greg and Debbie continue to do an outstanding job of maintaining the appearance of the complex

9.0 SPOC

There was no report at this time. It was noted that the water/sewer issue continues, but it seems that some decision will be reached sometime this year.

10.0 OLD BUSINESS

10.1 ROOF

Marc Ramos explained that he had received two quotes to repair the roof, but neither quote included dealing with the problem of the chimney chases. One quote was for roof replacement at an approximate cost of \$280,000 and the other recommended repairing the roof, but a price was not quoted. Also, a quote was received last year of \$60,000, and that quote also did not include the cost of repairing the chimney chases. The most recent quote is almost four times the cost of the installation of the current roof and is far in excess of the approximate \$132,000 that we have projected for the roof. The chimney chases have been determined to be a significant part of the roof problem and even if repaired would continue to be a problem.

At this point, discussion was held regarding closing in all chimney chases and asking the Homeowners to put in electric inserts. Discussion was then held regarding the advantages of installing electric inserts including, safety, reduction of electric bills, savings from not having to purchase firewood, and environmental considerations. Marc added that the original flues were not installed correctly (an additional problem), and he mentioned that we might also incur an

insurance cost break by installing all electric inserts. It was noted however, that there is the potential for lost rentals, as renters do like a wood fire. It was pointed out that fewer and fewer rental units on the mountain are offering wood burning fireplaces and many are converting to electric inserts. It was decided that as this would be a significant change, the Board develop alternatives regarding this situation at the June Board Meeting, and present it to the Homeowners for their consideration at the Homeowners Meeting next August. It was also suggested that Homeowners who currently have the electric inserts submit a cost analysis at the June Board meeting so that can be presented to Homeowners at the August meeting.

As we appear to be getting inconsistent advice from various contractors, Bill suggested that we set aside money for the roofing consultant by increasing the condo fees and additional \$5 per month to cover the cost of the consultant and the expected cost of the eventual work on the roof.

David Roach stated that he would entertain a motion to contract with a roof consultant at a cost of approximately \$10,000. John Krause so moved. Bill Brookhart seconded. There was no further discussion. Motion carried.

Further discussion regarding the roof ensued and it was consensus of the Board that the following plan be implemented:

The plan suggested is (in order of priority):

1. Hire the roof consultant
2. Make a motion to increase the condo fees an additional \$5 per HO
3. Go ahead with repairs (patching, repairing) next summer
4. Present a full plan and report to the HO at the August meeting (the Board would have its report ready at the June meeting)

10.2 INTERNET UPGRADE STATUS

Marc updated the Board as to the status of the upgrade. He explained the problem with our Internet bandwidth (T1→3MB). The bandwidth needs to be increased, but a new problem was created. He spoken to representatives from Bulk TV and they are looking into the problem.

Discussion ensued and it was agreed that minimally, we need to get back to where we were initially (before the problems) before signing a new contract. Greg commented that the speed would increase and then drop back off quickly. He noted again that we also we have two bad modems that need to be replaced.

Bill suggested that we write a formal letter sent by certified mail to Bulk TV expressing our dissatisfaction with the company with regard to our on-going problems. This would start an official record to document problems and dates of communication with company. The Board directed Marc to draft a letter to the company documenting our problems.

Greg will call and see about buying refurbished modems vs. buying new and will find out if they can be secured.

David Roach stated that he would entertain a motion to authorize the purchase of two replacement modems. Kandy Ramos so moved. Cris Trout seconded. There was no further discussion. Motion carried.

11.0 NEW BUSINESS

11.1 PARKING LOT REPAIR

Kandy previously indicated that the cost to repair the parking lot including the entrance and adding rocks to the side to prevent further damage is about \$13,000. We only have \$4,000 set aside in the Maintenance Reserve Fund. We have the \$70,000 from the phone bill savings that we could use. Board approval was needed in order to sign the contract and complete the work. Greg and Marc have had a hard time getting a quote. As the company was in the area the week of September 26th, and could get it completed before the first freeze, the Board was polled previous to the meeting as to the approval of this activity and members indicated that they would approve this project. The company is currently on site and making the repairs.

David Roach stated that he would entertain a motion to retroactively authorize the parking lot repairs. Bill Brookhart so moved. John Krause seconded. There was no further discussion. Motion carried.

12.0 OTHER ITEMS PROPERLY BROUGHT BEFORE THE BOARD

12.1 FIRE PANEL

Greg Elbon requested that this item be added to the Agenda. Discussion centered around an upgrade that was recommended by Simplex which would better protect the system from power surges. Greg noted that we have replaced this panel three times in the last four years and it was not always covered by the warranty. Marc and Greg were directed by the Board to determine the cost of this upgrade and report to the Board at the next meeting.

13.0 ADJOURN

As there was no further business to be brought before the Board at this time, the meeting was adjourned at 11:00 A.M. The next regular Board Meeting is scheduled for April 7, 2012 at 9 AM

Respectfully Submitted,

David Roach, President