

MINUTES OF THE BOARD MEETING  
OF THE ANCHORAGE WEST ASSOCIATION

September 14, 2020

**I. Call to Order**

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 3:00 pm on Monday, September 14, 2020, present via zoom were Melissa Barrett, Jim Sebben, Tim Aylott, Tony Scalise and Bruce Douglas. Kevin Lovett from Summit Resort Group attended. A quorum was present.

**II. Owners Forum**

Notice of the meeting was posted on the website.

Owners Mark Gale of unit 135 and Giff Stein of unit 101 attended. A suggestion was made to place an additional kayak “grid” rack in the auxiliary boat lot and to place the rack behind the dumpster, to allow for easier access to boats; it was noted that a new grid rack is actually being constructed and yes, it can be placed behind the dumpster.

The Owners were also interested in the fireplace chimney project, which will be discussed later in the meeting.

**III. Review and Approve Minutes from the July 17 and July 18, 2020 Board Meetings**

Upon review, Tony made a motion to approve the minutes from July 17<sup>th</sup> and July 18<sup>th</sup>, 2020 Board meeting. Bruce seconds and the motion carried.

**IV. Financials**

The Board and Management reviewed financials as follows:

*Year to Date Financials;*

July 31, 2020 close financials report \$11,095 in the Operating Account and \$37,236 in the Reserve Account.

July financials report year to date operating expenses are \$2,869 over budget year to date primarily due to expenses associated with carpet clean, tree spraying and a boiler repair.

The accounts receivable list was reviewed.

*2019-20 Tax Return;*

The 2019-20 tax return was presented; there was \$0 owed. The Board approved the return for filing.

**V. Ratify Actions Via Email**

Tim moved to ratify the following actions completed via email:

7-28-20 2020 Annual owner meeting post mailer; approved to be sent to owners  
Tony seconds and the motion passed.

**VI. Managing Agents Report**

The following items were discussed under the managers’ report:

Completed items; items completed include:

- Paint touch ups
- Pruning
- Window washing

Stair drainage project; it was noted that a concrete “curb” has been installed to slow the flow of run off water from the upper lot, and keep the water “in” the pan.

Snowplowing; proposals were received for 2020-21 season snow plowing. Upon review, the Board agreed to renew the RKR agreement.

Boilers/ mechanicals; it was noted that there have been recent issues with the lower south building boiler tripping off resulting in no heat/ no hot water calls. SRG techs have reset to restore. Tech One mechanical is scheduled to come out for the Fall inspection and service.

## **VII. Old Business**

The following Old Business items were discussed:

A. Fireplace Chimney Flues – The following with regard to unit fireplace chimney flues was discussed:

-History; a recap of the fireplace chimney flue situation took place. In 2018, during the every-other-year fireplace cleaning and inspection the inspector noted that the grout between the chimney flue tiles in some units was failing. He cameraed a few flues and based on this, his inspection, and his knowledge of other 50 year old tiled flues in Summit County, he stated that the flues will need to be addressed within the next few years as the failing grout creates a fire risk. Based on investigation, options to fix included installing an electric insert (with cap in flue to prevent “regular wood” burning) or having a new flue sleeve installed which requires a new firebox to be installed. Owners were given notice of this and are required to address by September of 2021. The Board does recognize the difficulty some Owners may have in lining up the work to address the issues based on the contractor environment.

-New, Heat Shield Liner install option – A couple of Owners have expressed interest and provided information with regard to applying a product called “Heat Shield Liner”. Investigations into this product are underway. Midtown fireplace states that the new Heat Shield liner has a life expectancy of 20 years. The County will be asked if they see the Heat Shield liner application as an appropriate and acceptable repair.

-2020 Cleaning and inspection / Cameraing – The Board discussed having the fireplaces and chimneys cleaned and inspected to include an option to camera the flues.

-Proceedings – Upon discussion, a proposal was made to proceed as follows. If the Heat Shield liner application is approved by the County, then the HOA will plan to install the Heat Shield liner in each unit beginning June 2021 at HOA direction and oversight and then each unit Owner will be rebilled their portion of the liner install cost. Owners wishing to proceed with having an electric insert or a new flue sleeve/ firebox install may do so by informing the HOA by emailing [klovett@srgsummit.com](mailto:klovett@srgsummit.com) by June 1, 2021 a copy of an executed sales contract showing the work to be done. It is noted that individual unit Owners are responsible for their unit chimney flues and fireplaces and the HOA is not responsible for any future repair or maintenance of individual unit

chimney flues/ fireplaces; the HOA efforts with regard to this project are a “one time” repair which will be rebilled to individual Owners with the goal of safety for all building occupants and assistance to Owners in completing this task. The mandate for all units to be addressed by September 2021 remains in place. The Board will discuss further upon receipt of information from the County.

B. Kayak Racks / storage – Kayaks rack and kayak storage were discussed. A new “grid rack” will be placed in the auxiliary boat lot. 3 new racks will also be installed along the concrete wall on the lakeside of the lower south building. Owners are again reminded to tag their kayaks displaying unit number on the kayak and if the kayak is not used regularly to store it in the auxiliary boat lot and allow the racks closer to the lake and alongside the lower north building to be used to place kayaks that are very frequently used. Untagged kayaks will be removed from the property.

C. Bike closet cleanout– Thank you to all Owners for tagging bikes and removing old unused bikes. Approximately 10 untagged bikes remain, and these will be removed from the property.

#### **VIII. New Business**

The following New Business items were discussed:

A. Ice/ snow melt; With the new concrete, “ice melt” will not be used. Traditional sand will be used.

B. Lights; It was noted that there were a few light fixtures not working around the complex. SRG is working to find replacement bulbs.

#### **IX. Next Meeting Date**

The Next Board of Directors meeting date is TBD.

#### **X. Adjournment**

At 4:40 pm, the meeting was adjourned.

Approved: \_\_\_\_\_ 2-9-21 \_\_\_\_\_