

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

February 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 10:00 am on Friday, February 14, 2020, present in person was Melissa Barrett. Jim Sebben, Tony Scalise, Tim Aylott and Bruce Douglas attended via telephone. Kevin Lovett was present from Summit Resort Group. A quorum was present.

II. Owners Forum

Notice of the meeting was posted on the website. No owners, other than Board members, were present.

III. Review and Approve Minutes from the July 19, 2019 and July 20, 2019 Board Meetings

Upon review, Jim made a motion to approve the minutes from the July 19, 2019 and July 20, 2019 Board meetings. Melissa seconds and the motion carried.

IV. Financials

The Board and Management reviewed financials as follows:

Year to Date Financials;

December 31, 2019 close financials report \$11,015 in the Operating Account and \$47,429 in the Reserve Account.

December financials report year to date operating expenses are \$3,688 under budget year to date.

Areas of significant expense variance were reviewed.

All planned reserve contributions were made for the fiscal year.

2020-21 Budget;

The Board discussed the 2020-21 operating budget. Multiple budget options were reviewed. Upon discussion, Melissa moved to approve the 2020-21 operating budget to include a \$10 per unit per month increase for presentation to the Owners and ratification at the 2020 Annual Owner Meeting; Tim seconds and the motion passed.

V. Managing Agents Report

SRG presented the following managing agents report items.

Completed items: The following items were reported on as complete:

- Kayak rack installs complete.
- Received 5 exterior replacement light fixture heads.
- Removed aspen trees next to buildings.

Report items: The following report items were reviewed:

- Insurance renewal; the 4/1 insurance renewal is pending. SRG is shopping the market to determine if there are any competitive policies.

-Boilers / mechanicals; The Board and Management discussed the boilers and various repairs completed this past winter season. It was noted that due to code change requirements, replacement of all 3 domestic water backflows and PRV's was completed.

-Leak; SRG reported on a leak that occurred with a frozen pipe in the wall of unit 125. Repairs have been completed and expense was below the insurance deductible, so an insurance claim was not necessary.

Pending items; The following pending items were reviewed:

- Boat lot fence repairs from car hitting fence.
- Repairs to upper building railing from snowplow damage.

Discussion items; The following discussion items were reviewed:

- HB 1254; The annual required management fee disclosure was presented.
- Conflict of Interest policy review; The Board reviewed the Conflict of Interest policy.
- Annual Disclosure; It was noted that the Annual Required HOA Disclosure is completed by way of notice of all HOA documents on line at the Association website; notice of this website is mailed to owners with both the annual owner meeting notice and the post annual meeting minute mailer.

VI. Ratify Actions Via Email

Jim moved to ratify the following actions completed via email:

- 11-7-19 2018-19 tax return; approved
- 9-20-19 Unit 101 remodel request; approved
- 7-21-19 Drainage swale extend by pool and tree removal; approved

Melissa seconds and the motion passed.

VII. Old Business

The following Old Business items were discussed:

A. Drainage project/ steps; The drainage/ stair project remains under construction and will be completed in Spring 2020 to include landscape repairs. A summary of expenses was reviewed. The Board discussed the installation of a trench drain above the stairs to intercept the water flow. Additionally, the option of installing a metal walkway from the lower South Building parking lot to the stairs instead of a poured concrete pad was discussed; this will be examined in the Spring.

B. Fireplace flues; The fireplace flue project was discussed. Information regarding the fireplace flue replacement will be included in the Annual Owner Meeting notice. Kim from the Fireplace is interested in completing the work for Owners. Kim will be invited to the 2020 Annual Owner Meeting to present options to Owners. The Board agreed to modify the date of required completion to September 30, 2021 (as the work needs to be completed when no snow is on the roof, and this is unlikely after September...).

VIII. New Business

The following New Business items were discussed:

A. Projects 2020; Projects for 2020 (in addition to the routine items) were discussed to include:

-Operating items;

-Pool opening; planned to be open for Father's Day weekend.

-Landscape start up

-Tree spraying

-Tree planting

-Carpet cleaning

-Capital items;

-Railings; there is an allocation for railing repairs/ painting. The railings will be assessed in the Spring for any needs.

-Carport caulking; there is an allocation for carport caulking. This will be reviewed in the summer for caulking needs.

-Asphalt; there is an allocation for asphalt sealcoating of the upper and lower lots to include restriping.

-Drainage/ Stair project; the drainage/ stair install project will be completed.

-Carpet; there is an allocation for common area carpet replacement in 2020. Upon discussion, this project will likely be moved to 2021.

A. Annual Owner meeting; The 2020 Annual Owner meeting is scheduled for Saturday July 18th. The picnic will be held on site at Anchorage West.

IX. Next Meeting Date

The Next Board of Directors meeting will be held on Wednesday April 22, 2020; the Board will meet on site at 1:00 pm for a site viewing and then the meeting will begin at 2:00.

X. Adjournment

At 10:58 am, the meeting was adjourned.

Approved: _____ 4-22-20