



BROOK FOREST CONDOMINIUM ASSOCIATION
Board Meeting
February 2, 2026 – Zoom Video Conference

MINUTES

I. CALL TO ORDER

The meeting was called to order via Zoom at 3:05pm.

Board Members in attendance were:

- Doyle Tinkey –President
- Dan Doran – Secretary
- Dale Falini – Member
- Fred Hearty-Member

A quorum was present.

Representing Summit Resort Group was Andrea Shand and Kevin Lovett

II. APPROVE MINUTES FROM 11.17.2025 BOARD MEETING

The 11/17/2025 meeting minutes were reviewed.

MOTION: Dale made a motion to approve the minutes, Dan seconded and the motion carried.

III. FINANCIAL REPORT 12/31/25

I. 12/31/25 Balance Sheet Reports

- \$3,060 in Operating
- \$2,529 in Alpine Reserve
- \$55,256 Edward Jones CD

II. 12/31/25 YTD P&L reports \$100,667 of actual operating expenditures versus \$102,649 of budgeted expenditures. This is \$1,982 under budget (2%).

Areas of significant variance include:

- Building Repairs & Maintenance: \$3,381 over



- Insurance: \$3,329 over
- Grounds & Landscaping: \$645 under
- Snow Removal: \$625 under
- Common utilities: \$913 under
- Reserve Transfer: \$7,320 under budget- 4 reserve transfers YTD

A/R is good.

IV. MANAGING AGENT REPORT

- A. Timberline had damaged the trash and recycling enclosure in early fall. Given the damage includes a post that is buried in concrete this work may pause until spring to early summer. It was noted that the current enclosure is not wide enough for their truck. The next steps are for Andrea to work with Timberline for potential credits for their damage to go to rebuilding the enclosure large enough to support their vehicle access and easier access to recycle bins.
- B. The snowmelt sensors to be installed on buildings 140 and 150 have not been delivered. Aether Electric has re-ordered the two sensors as the previous order has been lost in transit.

V. ASSOCIATION BUSINESS

- A. Capital Projects Planning for 2026.
There are 4 anticipated capital projects for 2026: Landscaping Refurbish, Wood Deck Repair, Wood Deck- Horizontal surface painting and 140 Wood Exterior Seal and Paint. These projects will each be reviewed in more detail in early spring as to the necessity and clarity of areas needing attention. The snowmelt sensors cost will be added to the 2026 reserve expense.
- B. Trash & Recycle Best Practices
Due to a recent event of several glass containers disposed of in the recycling bins, the plan is to install a sign that clarify that glass cannot be recycled.
- C. Comcast Service Proposal
The new proposal provides cost savings of 5% from prior year with improved video equipment to HD Digital converters. The new Comcast proposal was approved by all board members.



- D. Dan shared that with the new snow melt sensor in place, there has been a decrease in Xcel Energy billing expenditures. The current billing for snowmelt electricity usage is 20% of last year's billing for the same time period, approximately November through January.

VI. NEXT MEETING DATE

- A. Annual Meeting, Wednesday June 3rd at 5:00pm via Zoom
- B. Next Board Meeting, Monday April 27th at 3:00pm via Zoom

VII. ADJOURNMENT

With no further business, the meeting adjourned at 3:50 pm.