BROOK FOREST
BOARD OF DIRECTORS MEETING
March 9th, 2021

I. CALL TO ORDER

The meeting was called to order at 3:35pm.

Board members in attendance via Zoom were Matt McElhiney, Fred Hearty, Carol Goett, Dan Doran and Doyle Tinkey. Representing Summit Resort Group were Kevin Lovett and Kevin Carson.

Tom Clarke, Tim Morris, and Mark Hubbard attended to review the re-roof proposals.

A quorum was present.

II. OWNERS FORUM

No owners, other than board members, were in attendance.

III. APPROVE PREVIOUS MEETING MINUTES

Matt moved to approve the minutes of the December 12th, 2020 Board Meeting. Carol seconded and the minutes were approved with all in favor.

IV. FINANCIALS

- No financial report was presented at this meeting.

V. MANAGING AGENTS REPORT

- No managing agents report was presented at this meeting.

VI. OLD BUSINESS

- Roof Replacement
    - Turner Morris presented their updated proposals for both metal and shingle roof options. Mark Hubbard, TM rep, advised the board against the shingle option and noted that Turner Morris spends most of the winter repairing leaks on shingle roofs due to ice damning. The metal roofs perform much better in our alpine environment. The average live span of a shingle roof in Summit County is 12 years and the lifetime cost is usually higher than metal due to maintenance. The hot edge and snow retention options are identical on both proposals. The electrical upgrade was also discussed. Turner Morris is still waiting on information from Xcel regarding the upgrade. The option of breaking down the roof cost by building was discussed, and offering the option of metal roofs for some buildings and shingle for others. The board voted down this option.
    - It was determined that skylights are a unit owner responsibility and replacement will be required during the re-roof. Individual units are responsible for their own skylight replacement cost.
    - Following a robust discussion Matt made a motion to move forward with Turner Morris' proposal for the metal roof with all of the options listed and a requirement that owners are responsible for their mandatory skylight replacement. Doyle seconded and the board voted in favor unanimously.

  - The board will still need to determine roof color.
- Building 130 Painting
  - In light of the roof expenses the board decided to defer the painting of the 130 building until 2022.

VII. NEW BUSINESS

- Special Assessment
  - A special assessment to fund the roof replacement was approved. The exact amounts for each unit and billing dates will be determined once we receive an update on electrical cost.
- Gutter Location
  - The location of proposed gutters were reviewed. Kevin C will arrange an on site meeting with Turner Morris and some board members to determine where gutters are needed.

VIII. NEXT MEETING DATE

The next meeting date will be scheduled when we receive updated proposals from Turner Morris.

IX. ADJOURNMENT

With no further business the meeting was adjourned at 4:52pm

Approved By: _____ Date: _____
Board Member Signature