

CEDAR LODGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 17, 2023

**I. Call to Order**

The meeting was called to order at 9:01 am., Brennan Arnold, Traci Helm, and Roger Gooch were in attendance via Zoom. Representing SRG were Kevin Lovett and Deb Borel.

**II. Roll Call/Quorum** – A quorum was present. Notice was posted on the website and on site at Cedar Lodge.

**III. Owners Forum** – There were no owners, other than board members, present.

**IV. Approval of Minutes** - The next item of business was the review of the minutes from the June 24, 2023 Board Meetings. These approvals were done via email following each meeting and will be ratified under section VI.

**V. Financial Report** – Deb reported on the financials as follows:

**September 30, 2023 close financials**

- September 2023 Balance sheet reports \$21,902.37 in Operating and \$90,722.60 in the Reserve account and \$23,645.46 in the hot tub account.
- September 2023 P & L states that Cedar Lodge is \$9,605.45 over budget in year to date in operating expenses.
- All Reserve Contributions for 2023 have been made.
- A/R – all owners are current, and many have prepaid
- CD Discussion – the board agreed to table the CD discussion until the spring board meeting.
- 2024 Budget Discussion – The board reviewed 3 budget options as follows:
  1. Increase to operating only
  2. Increase to operating and reserves
  3. Increase to operating , reserves and hot tub reservesRoger made a motion to approve budget option 3 for presentation to owners. Brennan seconded, and the motion carried.

**VI. Managing Agents Report** – Deb presented the following Manager's Report:

**Completed / Pending / Report Items**

- ☐ Monthly elevator inspections continue
- ☐ Elevator repairs are complete – HOA fined for non-compliance, but Schindler paid the fines, since they were the issue and not the HOA
- ☐ Fireplace inspection for 3<sup>rd</sup> floor units will take place in December
- ☐ Backflow testing is complete
- ☐ Carpet cleaning is complete
- ☐ Storage closets in the hallways are complete (will be by time of meeting)
- ☐ Asphalt seal coat and restripe complete
- ☐ Asphalt extension the east and west side and asphalt patching are complete
- ☐ Annual fire safety inspections are complete
- ☐ Irrigation blow out is complete
- ☐ New signage for parking spaces is complete
- ☐ Painting of parking lines in the garage is complete

- ❑ Installation on of keypad on back door by dumpster is complete
- ❑ Lights and exit sign replacement per fire department inspection complete. Follow-up inspection should take place in December.
- ❑ Installation of new Ray Pack heater in hot tub
- ❑ Fire department inspection required some drywall repairs, and other items. They are all complete (or in process) and re-inspection will take place on December 5.
- ❑ North (small) side of building was stained.

## **VII. Ratify Board Actions via Email**

**Roger made a motion to approve the following actions that have taken place via email since the last Board meeting.**

- ❑ 07/01/2023 – approval of minutes from June 24, 2023 board meetings
- ❑ 07/05/2023 – approval to complete the asphalt work on the east side of the parking lot.
- ❑ 07/05/2023 – approval to complete the parking lot sign project
- ❑ 07/05/2023 – approval to send post annual meeting mailer to owners
- ❑ 08/05/2023 – approval to add storage closets at the end of the hallways – Helmer
- ❑ 08/16/2023 – approval of window cleaning
- ❑ 09/21/2023 – approval to waive late fees and interest for an owner who will be late for a couple of months dues
- ❑ 09/26/2023 – approval for BobbyCat to plow snow for 2023-24 season

**Brennan seconded, and the motion carried.**

## **VIII. Old Business**

- A. Storage Locker Report – All three of the storage lockers are rented, including the ones at the end of the hallways.
- B. Hot Tub Update – SRG will obtain a bid for adding French doors to replace exterior windows on the hot tub wall.

## **IX. New Business**

- A. Cameras – this will be tabled until a later meeting – Deb will obtain a cost for three cameras and signs for the March meeting.
- B. Carpet Cleaning – Deb will get a bid to clean the carpet and a vote will be taken via email. Luxury vinyl planking will be considered when replacement is necessary.
- C. Deb will investigate adding LED lights in the hallways. Traci has left over LED bulbs that she will add outside her unit door to determine brightness.

- X. Next meeting date** – The next Cedar Lodge Board of Directors meeting will be held in the last week of March 2024. SRG will poll the board in February to set a date.

- XI. Adjournment** – **With no further business, a motion was made and seconded at 9:30 am to adjourn.**

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_