

**CEDAR LODGE CONDOMINIUM ASSOCIATION BOARD OF
DIRECTORS MEETING
November 21, 2020**

I. Call to Order

The meeting was called to order at 10:07 am. Present via Zoom were Shannon Lamkin, Kristin Decker, Brennan Arnold and Roger Gooch. Representing SRG was 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 – No Owners, other than board members, were present.

IV. Approval of Minutes - The next item of business was the review of the June 6, 2020 board minutes. The minutes will be approved through the ratification of the actions via email under VII on the agenda. The 2020 Annual meeting minutes were included in the meeting packet. They will be approved at the 2021 Annual meeting.

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

- ☐ September 30, 2020 balance sheet reports \$19,845.82 in operating and \$155,586.94 in reserves. The hot tub account has \$15,950.86.
- ☐ September 2020 P & L states that Cedar Lodge is \$1,130 over budget year to date in operating expenses. This is mainly due to the snow removal overage for this winter.
- ☐ All 2020 reserve contributions are current.
- ☐ 2021 Budget Discussion – SRG presented three budget options to the board; one with an Operating increase and no increase to Reserves, one that included a 5% increase to Reserves, and the last had a 10% increase to Reserves. **Roger made a motion to approve the budget that only had an operating increase. Shannon seconded, and the motion carried.**

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

A. Complete Items

- ☐ Painting of west and south sides of the building is complete
- ☐ Siding replacement is complete
- ☐ Monthly elevator inspections continue
- ☐ Signs are posted in common areas regarding COVID and Cleaning schedule for common areas
- ☐ New grill purchased and placed in front of building
- ☐ Tree spraying is complete
- ☐ Carpets have been cleaned
- ☐ Deep cleaning is complete
- ☐ Garage was power washed
- ☐ Snow removal contractor in place
- ☐ Asphalt crack fill, seal coat and re-stripe is complete

- ☐ Hand sanitizer station has been placed at entrance
- ☐ Concrete step has been poured in the back of the building at east exit
- ☐ 5-year witness elevator inspection is complete

B. Pending Items

- ☐ Roof inspection will take place in the spring
- ☐ Health Department is busy with COVID-19 and will not follow up on the current owner issue at the present time. The Board will draft a letter to send to the Frisco Police Department stating that the Board is aware of the owner issue and that they want the letter on record.

C. Report Items

- ☐ Hot tub is still closed due to COVID
- ☐ Fireplace inspection will take place on December 15, 2020. Email will be sent to owners prior to the inspection and notice will be posted.

VII. Ratify Board Actions via Email

Shannon made a motion to approve the following actions that have been made via email since the last Board meeting.

- ☐ 6/13/20 – Approval of meeting minutes from Pre and Post annual meeting
- ☐ 6/13/20 – Approval of Post annual meeting to owners
- ☐ 7/3/20 – Siding Replacement Approved
- ☐ 7/17/20 – Deck Repairs Approved
- ☐ 7/28/20 – Upgraded Stain Approved

Kristin seconded, and the motion carried.

VIII. Old Business

A. Storage Locker Report – All storage lockers are currently rented.

IX. New Business

A. Waste Management Renewal – Waste Management offered a savings for renewal.

Roger made a motion to accept the Waste Management proposal as presented. Shannon seconded, and the motion carried.

X. Next meeting date – The next Cedar Lodge Board of Directors meeting will be held in March 2021. The date and agenda will be posted to the website once it is determined. The budget ratification call-in meeting will be held on Thursday, December 5, 2020 at 11:00 am.

XI. Adjournment – **Kristin made a motion to adjourn at 11:00 am. Roger seconded, and the motion carried.**

Approved By: _____ Date: _____
Board Member Signature