

East Bay Condominium Association
Board Meeting Minutes
November 22, 2021

- I. Call to Order – The meeting was called to order at 3:05 pm via Zoom.
- II. Roll Call / Quorum
 - A. Board members present via Zoom were Tanya Wagner, Vicki Johnson, Doug McCartney and Udo Lang. Representing Summit Resort Group was Deb Borel. A quorum was present.
- III. Approval of Minutes from the last Board Meeting
 - A. The Board reviewed the meeting minutes from the following board meetings.
 - i. 06/26/2021 post annual meeting
 - ii. 07/14/2021
 - iii. 07/21/2021
 - iv. 07/28/2021
 - v. 07/28/2021 meeting with Owners
 - vi. 08/04/2021
 - vii. 08/11/2021
 - viii. 08/18/2021
 - ix. 08/25/2021
 - x. 09/07/2021
 - xi. 09/07/2021 meeting with Owners
 - xii. 09/29/2021
 - xiii. 10/13/2021Vicki made a motion to approve the minutes as presented. Doug seconded, and the motion carried.
- IV. Financial Report
 - A. September 30, 2021 Close Financials
 - i. September 2021 close financials report that East Bay has \$13,724.09 in Operating and \$116,932.09 in Reserves. There is \$70,258.45 in the Roof Replacement Reserve Account. Since the roof has been replaced, the Roof Replacement Reserve account will be closed, and all Reserve money will be placed into one Reserve account.
 - ii. All Owners are current with dues, and some have prepaid. One owner has not paid the special assessment. Late fees are being assessed and the Collection Policy procedure has begun.
 - iii. As of September 2021 close, the Association is \$4,153.10 under budget in Operating expenses.
 - iv. The Board discussed the major areas of variance.
 - v. All reserve transfers have been made.
 - B. 2022 Budget Discussion

The board discussed the proposed 2022 budget with no proposed increase to dues. The following specifics were discussed:

 - Lighting – Doug will determine if the lights in the garage are LED.
 - SRG will ask owners if they would like their fireplaces cleaned in 2022, reminding them that the HOA would like to keep operating

costs down and not clean unused ones. The chimney inspection line item will be increased to \$400.

- SRG will confirm cable costs
- Bernie will be asked to confirm the condition of a particular unit next time he completes security checks.

V. Ratify Actions via Email

Udo made a motion to approve the following actions via email that have taken place since the last Board meeting:

- 06/28/2021 – Approval to spend money to pitch the roof
- 06/29/2021 – Approval of minutes from June 25, 2021 board meeting
- 06/30/2021 – Approval for additional work by engineer
- 06/30/2021 – Approval to send structural update email to owners
- 08/06/2021 – Approval for Doug to install the railing caps w/ no metal
- 10/23/2021 – Approval for Jared Hammod to replace Linda on the board

Doug seconded, and the motion carried.

VI. Old Business

A. Project Update – Doug gave the following update:

- i. Paint – Dave (painter) and Doug met on site at East Bay and determined additional locations of needed paint touch ups. SRG will confirm that there is additional paint in the boiler room in case touch ups are needed.
- ii. Stucco – \$4,400 is being held back due to the poor quality of stucco work.
- iii. Gutter/Flashing – this is complete
- iv. Railings – The board discussed the project and agreed that the original proposed scope of work did not hold in the stucco. Mark Kinghorn presented a bid to fix the issue. Udo made a motion to approve the bid as presented. Tanya seconded, and the motion carried. No money will be paid until the job is complete.

VII. New Business

- A. Hot Tub Deck Repairs – This will be put on the agenda for the February board meeting.
- B. Reserve Study – This bid will be obtained and approved via email. If approved, the Reserve Study will be done in the spring.

VIII. Next Meeting Date

The Board will meet in February via Zoom. Deb will poll the board in late January or early February to set a date.

IX. Adjournment

With no further business, a motion was made and seconded at 4:06 to adjourn.

Approved by: _____ Date: _____