

East Bay Condominium Association
Board Meeting Minutes
February 2, 2022

- I. Call to Order – The meeting was called to order at 2:03 pm via Zoom.
- II. Roll Call / Quorum
 - A. Board members present via Zoom were Tanya Wagner, Jared Hammond, Doug McCartney, and Vicki Johnson. Representing Summit Resort Group were Deb Borel and Kevin Lovett. A quorum was present.
- III. Approval of Minutes from the last Board Meeting
 - A. The Board reviewed the meeting minutes from the November 22, 2021 Board meeting and December 7, 2021 Budget Ratification phone in meeting. Vicki made a motion to approve the minutes as presented. Tanya seconded, and the motion carried.
- IV. Financial Report
 - A. December 31, 2021 Year End Financials
 - i. As of December 31, 2021 close fiscal year end close, the Association had \$17,849.49 in Operating, \$115,129.07 in Reserves.
 - ii. As of December 2021 close, the HOA was \$6,376.62 under budget in Operating expenses.
 - B. Operating Surplus Transfer – This will be discussed at a later meeting.
 - C. 2022 Capital Plan Items – The board discussed the following:
 - i. Front Walkways - \$5,000 allocated
 - ii. Asphalt Crack Fill and Seal Coat - \$3,000 allocated
 - iii. Stucco - \$6,500 left from balance and Doug's commission
 - iv. Railings – The board approved approximately \$10,000 to complete this work.
 - v. Hot Tub Deck
 - D. Trees that are touching the building will be trimmed this summer. Vicki informed the board about fire mitigation information that was included with the annual property tax assessment and promised to send a copy to the board.
- V. Ratify Actions via Email

Vicki made a motion to approve the following action that has taken place via email since the last Board meeting:

 - 01/19/2022 – approval to upgrade the laundry machinesDoug seconded, and the motion carried.
- VI. Managing Agents Report

- Roof drainpipes have been thawed and heat tape is being replaced today.
- Convex mirror was ordered and will be installed once the area thaws
- Roof trim is leaking onto Astrid's unit and will be repaired in the spring. Doug commented that once the roof drains are clear, there may no longer be an issue.
- Railing repairs and stucco repairs are pending
- Garage structural pillar issues will be addressed in the spring

VII. Old Business

- A. Railing Project Update – the board approved additional turnbuckle work, and this will be done this summer.
- B. Stucco Update – Doug will reach out to Dave Jimenez regarding this
- C. Garage Pillars – this will be discussed at a later meeting. Deb will send the board the engineering proposal for a similar situation at another HOA.

VIII. New Business

- A. Hot Tub Deck Repair – Doug will provide a bid and an RFP.
- B. Reserve Study Proposal – Vicki made a motion to hire Western Reserve Studies to complete a reserve study for the HOA. Tanya seconded, and the motion carried.
- C. Property Management Agreement 40% Price Increase Request – Tanya asked if other HOA's are being asked for a mid-contract increase and the percentage amount being asked. Kevin reported that all SRG HOA's are being asked for an increase due to increased employee costs, but noted that the request for this HOA is one of the higher percentages. Kevin expressed his interest in working with the board to come up with a solution. Kevin and Deb exited the meeting so the board could further discuss the matter. The board determined that they should seek bids from other property management companies and will also ask SRG to provide a job description for the daily tasks performed by Bernie.

IX. Next Meeting Date

The Board will meet in April or earlier if needed to evaluate bid proposals from property management companies. Date will be set when additional information on hot tub deck is obtained.

X. Adjournment

Tanya made a motion to adjourn at 3:28 pm. Vicki seconded, and the motion carried.

Approved by: _____ Date: _____