

**FROSTFIRE CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNER MEETING
July 18, 2020**

I. CALL TO ORDER/INTRODUCTIONS

The meeting was called to order by Mary Parrott at 9:09 a.m. on Zoom.

Board members participating were:

Mary Parrott, President, D39

Gary Howard, Vice President, E42

Bruce Blank, Secretary/Treasurer, B20

Owners participating were:

Stacy Huntoon, A1

John Phelps, A2

Bev & Tim Johnson, A34

Ted Nelson, B3

David Duncan, C5

Gilbert Roman, C21

David Schmidt, C38

Candi Vene, D24/E26

Eric Peterson D40

Representing Summit Resort Group were Katie Kuhn and Kevin Carson. Erika Krainz of Summit Management Resources was recording secretary.

II. PROOF OF NOTICE

Notice of the meeting was sent June 18, 2020. With 13 units represented in person and five proxies received, a quorum was confirmed.

III. APPROVE PREVIOUS MEETING MINUTES

Motion: David Duncan moved to approve the minutes of the July 20, 2019 Annual Meeting as presented. Candi Vene seconded and the motion carried.

IV. TREASURER'S/FINANCIAL REPORT

A. Balance Sheet and Income Statement as of May 31, 2020

As of May 31, 2020, the balances were \$16,729 in Operating and \$112,123 in Reserves.

The Income Statement reflected a \$4,305 positive variance in Operating expenses. The largest variances were in Roof Snow Removal (\$1,875 favorable to budget) and Repairs & Maintenance (\$1,309 unfavorable to budget). All Reserve transfers have been made and all owners were current with dues payments.

V. MANAGING AGENT'S REPORT

A. Completed Operating Projects

Katie Kuhn reviewed the list of completed projects:

1. Remodeled the A Building hot tub enclosure.
2. Repaired the fire alarm pull station.
3. Disabled the middle street lamp.

4. Repaired a pinhole leak in the main water line.
5. Repaired the dumpster enclosure.
6. Repaired the split rail fence.
7. Cleaned the common area carpet.
8. Sprayed the trees and turf.
9. Refinished the common area windows.

B. Pending Items

1. Common area tile replacement.
2. Window cleaning by Consider It Done. Notice will be sent to the owners once this work is scheduled.
3. Door kick plate replacements.
4. Common door lock repairs. It appears that some type of chemical was sprayed on the face plates that caused damage.
5. Gutter cleaning.

VI. OLD BUSINESS

There was no Old Business.

VII. NEW BUSINESS

A. COVID-19 Restrictions

Owners are reminded to wear a face covering in all common areas or in situations where 6' of distance cannot be maintained. The hot tubs are still closed. Legal counsel has recommended keeping them closed due to the challenge of complying with all State and CDC guidelines.

Bruce Blank commented that wearing masks is critical since the virus is known to be airborne. He asked that owners and their guests adhere to the mask guidelines. Signage has been posted. The Board will continue to monitor this issue.

B. Door Kickplates

Owners were notified on June 18th of missing kickplates. Owners can replace them on their own or have Summit Resort Group replace them and bill the owner.

C. Reminders

1. Owners are responsible for their tenants. Owners should make sure their rental guests are aware of the House Rules. Owners should remind their rental managers that guests are not allowed to bring pets.
2. The dumpster is for household trash only. Large items and construction debris must be taken to the landfill and Summit Resort Group can help facilitate removal. Mattresses may not be disposed of in the dumpster. There is a mattress recycling program at the Summit County landfill.
3. Parking for trailers and RV's is limited to three weeks per unit per year and requires prior Board approval.
4. Water shut off valves should be exercised regularly to ensure they are functional.

5. Parking permits (yellow) are required at all times and permits from rental agencies are not allowed. Replacements can be obtained at the SRG office.
6. The stairwell fire doors should be kept closed.

D. Owner Education

Information was included in the meeting packet regarding conduct of virtual meetings.

E. Website Disclosure

The website is www.srghoa.com. All Association documents are posted on the website.

VIII. OPEN DISCUSSION

David Duncan said there was a concern about trailers being left in the parking lot. He observed that trailers are not always detached from the vehicles. He suggested modifying the rules or restricting the number of days that a trailer can be attached to a vehicle. Kevin Carson reviewed the recent modifications to the rules. No recreational or oversized vehicles can be parked without prior written approval from the Board or SRG. Owners must obtain a parking tag from SRG and display it in the vehicle or on the detached trailer. Trailers must be parked in the three designated spaces adjacent to the water building, or if they are occupied, across the lot. Parking is not permitted in front of the water building. All trailers must fit in a parking space. Each unit may occupy a maximum of three spaces.

Gary Howard asked if any owners had experience with electric on demand water heaters. Katie Kuhn said the plumbers she has spoken with do not recommend them due to the very cold temperature of the water coming in to the system and the high mineral content in the water.

Bruce Blank recognized Mary Parrott and Patty for doing a phenomenal job with the flowers. Katie Kuhn and Kevin Carson were thanked for their efforts.

IX. ELECTION OF DIRECTOR

The term of expired Mary Parrott and she indicated she would be willing to run again. The floor was opened for nominations and there were none.

Motion: Bruce Blank moved to nominate and elect Mary Parrott for another three-year term. Candi Vene seconded and the motion carried.

X. SET NEXT MEETING DATE

The next Annual Meeting will be held July 17, 2021 at 9:00 a.m.

XI. ADJOURNMENT

Motion: Gary Howard moved to adjourn at 9:42 a.m. Bruce Blank seconded and the motion carried.