

FROSTFIRE CONDOMINIUM ASSOCIATION
Board of Directors Meeting
June 19th, 2020

I. CALL TO ORDER

The meeting was called to order at 2:04PM. Board members present were Mary Parrott, Bruce Blank and Gary Howard. A quorum was present.

Representing Summit Resort Group were Katie Kuhn and Kevin Carson.

II. OWNER FORUM

No owners, other than Board members, were present.

III. APPROVAL OF MINUTES

Mary made a motion to approve the meeting minutes from the March 4th board meeting. Bruce seconded and the motion carried.

IV. FINANCIAL REVIEW

April 30th close financials report \$19,046 in the Operating account, and \$116,462 in Reserves.

April 30th, 2020 Profit and Loss reports \$64,209 of budgeted expenses vs. \$61,910 of actual expenses resulting in a favorable variance of \$6,229. The largest areas of variance are:

- Roof Snow Removal - \$1,875 under
- Repairs and Maint. – Bldgs - \$1,763 over (due to timing)

Reserve transfers are good.

A/R is good – All dues are current.

V. MANAGEMENT REPORT

Katie reviewed the management report with the board.

Completed items

- Dumpster Enclosure Repairs
- Hot Tub Enclosure renovations and lattice repair
- Hot Tub Auto Fill Repair
- Refinish Interior Windows
- Main Water Line Pinhole Leak Repair
- Common Area Carpet Cleaning
- B36 Chimney Repairs
- Disabled Middle Street Lamp
- Bike Rack moved for ADA accommodation

Pending Items

- Door Kick Plates
 - SRG has sent notice to owners that their door kickplates must be replaced or repaired prior to the annual meeting. If they are not the HOA will have the plates replaced and rebill to owners.

- D building Exterior Light
 - Repairs have been scheduled for the malfunction exterior light
- D building entrance bannister repairs
 - Repairs have been scheduled
- Common Area Door Replacement
 - SRG is still waiting on a bid from Travis Construction for a replacement of the common area doors.
- Fence Repairs
 - Mark Kinghorn is swamped with other projects. We are waiting on a fence repair bid from Brian Waite.
- Entryway Tile Replacement
 - Gary had requested bids for the entryway tile replacement. This work was put on hold due to COVID-19 restrictions.
- Common Door Lock Damage
 - On 3/25/20 SRG discovered damage to the finish on the common area door locks. Initially we believed that this occurred while the interior window refinishing project was taking place. It was later determined that this was not caused by John Julian and the cause remains unknown. Would we like to move forward with lock replacement?
- Building Door Codes
 - The building door codes will be changed back to the regularly scheduled codes on July 1st. SRG will send out an e-mail notifying owners.
- Doors for Common Area Standpipes
 - This work was put on hold due to COVID-19 restrictions. The Fire Dept would like to visually inspect the stand pipes before granting approval.
- Glass Breaks for Fire Alarm Pull Stations
 - Kevin Spoke with Allied security about adding glass breaks to the pull stations. They recommended against it and suggested security cameras instead.

VI. RATIFY BOARD ACTIONS VIA EMAIL

Gary moved to approve the following actions via email;

- Alpine Bank Credit Line (leave open) 3/29/20
- COVID-19 Restrictions – 3/31/20
- COVID-19 Update Letter – 4/29/20
- Allow STR Security Checks and Spring Cleanings – 5/14/20
- House Rules Revisions – Parking – 5/19/20

Mary seconded and the motion carried.

VII. OLD BUSINESS

- Glass Break for Fire Alarms
 - SRG researched options and our security company indicated that glass break systems must be tied into the alarms and highly discouraged their use. Bruce indicated that he was referring to a plastic guard rather than a glass break.
- Carpet Cleaning
 - Based on limited use of the common areas this Spring the Board decided we are not in need of additional carpet cleaning.
- Door Kick Plates

- SRG has reached out to owners regarding the door kick plates. If they are not replaced by the Annual meeting the HOA will replace them and rebill owners.
- Common Area Standpipes
 - The Board continued to discuss adding doors to hide the pipes and decided to not move forward with this item.
- Building Door Codes
 - The building door codes will return to the regular schedule on July 1st.
- Parking of STR Cleaning vans
 - SRG will reach out to STR companies again requesting that they park their cleaning vans in the rear lot.
- Tile Replacement
 - The tile replacement project was put on hold due to COVID-19 concerns. Gary will request another round of bids for this project.
- Damage to Common Area Door Handles
 - The damage to the doors was reviewed again. John Julian is insistent his crew did not cause this. SRG will reach out to Schlage for replacement options and get a cost estimate.
- A Building Rear Stairs
 - It was noted that the rear stairs on the A building have some wood rot. This will be added to Brian W's list of repairs at FF.

VIII. NEW BUSINESS

- Hot Tub Opening
 - After reviewing current COVID-19 guidelines the Board decided to keep the hot tubs closed until further notice.
- A Building Door
 - It was noted that the rear common area door for the A building has rotted out. SRG is still waiting on a door replacement bid from Travis Construction, but will reach out to additional contractors as well.

IX. NEXT MEETING DATE

The next meeting will be the Annual, on July 18, 2020 at 9:00am via Zoom Videoconference.

X. ADJOURNMENT

With no further business, the meeting was adjourned at 4:04 PM.

Approved

7/18/2020