

**Lake Forest
Board of Directors Meeting
December 14, 2020**

Bob Seibert, Patti Tofe, Dave Ehrenberger, Ron Crist, Pete Shaub and Dennis Murphy were in attendance A quorum was present.

Owners in attendance were Hub Helm of unit F 202 and Ben Duhl of unit E 201.

The meeting was held via Zoom.

Representing Summit Resort Group was Kevin Lovett.

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I. Call to Order

The meeting was called to order at 5:31 pm.

II. Meeting Was Properly Noticed

Vice President Bob Seibert noted that the meeting was properly noticed.

III. Meeting Minute Review/ approval, 11-16-20

The minutes from the November 16, 2020 Board meeting were presented. Upon review, Dave moved to approve the minutes as presented and Patti seconded; with all in favor the motion passed.

IV. Adoption of Proposed Agenda

The agenda was adopted.

V. Ratify Actions Via Email

There were no actions via email completed since the last meeting.

VI. Old Business

The following Old Business items were discussed:

A. Presidents Report;

Bob Seibert reported that the warranty window replacement project went well with Pella. Bob also reported that the newsletter was recently sent out, new signage has been installed on the trash building and that final review of the Insurance and Maintenance Responsibility Resolution is pending.

B. Committee reports.

Maintenance Committee; David and Dennis presented the Maintenance Committee report.

Pella Windows; The warranty window replacement on the 64 triple sash windows has been completed with Pella. Additional ad hoc inspections of the other “optional windows” installed took place and pillowing was noticed. A letter will be sent to Pella thanking them for addressing the 64 triple sash windows under

warranty, discuss Spring return plans for the additional window warranty work and express concerns with the optional windows installed that are showing signs of pillowing.

Fire Sprinkler System Inspection; This year Lake Forest was invoiced \$5800 from Western States Fire Protection (WSFP) for repair of fire sprinkler system defects found during the 2020 annual inspection. Upon further investigation it was noted that WSFP reported problems with the system that were not actually issue. The expense for these items (\$1500) will be deducted from the final payment.

Snow removal; Emore is contracted to complete shoveling and snow plowing when 3 inches or more of snow is received. If less than 3 inches of snow is received, Summit Property Maintenance (SPM) is contracted to shovel the snow. The Board agreed that a reduction in snow shoveling expense is needed. It is anticipated that using a snow blower will reduce the hand shoveling expense by 1/3. The Board agreed to pursue purchase of up to two snow blowers for use by SPM (the snow blowers are not to be used by Emore). Board members are encouraged to contact Dave and or Dennis if they notice anything or have suggestions on how to increase snow removal efficiencies and they will contact SPM to implement, as the ultimate responsibility for snow removal and snow removal efficiencies is that of SPM to include the responsibility for turning Emore away when they come on site with less than 3 inches of snow.

Excellent Construction payments; The final payment to Excellent Construction is pending. The Maintenance Committee feels that Excellent Construction should be paid ½ of the final total balance remaining. Upon discussion, Dennis moved to release ½ of the final total remaining balance to Excellent Construction (approximately \$43k of the total \$86k outstanding); Pete seconds and the motion passed. \$43k will be paid to Excellent Construction and \$43k will be held until final project warranty items are completed (windows and stonework).

Finance Committee: Patti presented the Finance Committee Report:

Year to date October 31, 2020 financials were presented.

Budget 2021; The 2021 Budget was ratified at the 2021 Budget Ratification meeting held prior to this meeting.

2020 Year End; The Finance Committee is preparing for year end as well as prepping for 2020 taxes.

Board meeting expense; It was noted that the SRG Management Agreement and fee includes up to 5 Board Meetings and 1 Annual Owner Meeting; meetings in addition to these are billed at the hourly rate. The Board agreed to schedule 2021 meetings to not exceed the 5 Board Meetings and 1 Annual Owner Meeting.

Communication Committee: President Bob prepared a recent newsletter which was sent to all Owners.

Grounds Committee: It was noted that Grounds items are being handled by the Maintenance Committee.

Rules Committee: It was noted that Rules discussions will be tabled until after the 1st of the year.

C. Insurance; The “Resolution of Insurance and Maintenance Responsibility” was discussed. Revisions discussed to date will be sent to the Attorney for preparation of the final draft. The draft will be sent to the board for final review. Once the Board has approved, the resolution will be distributed to Owners for review and comment and then the Board will consider for adoption at a Board meeting.

D. Website; The Board discussed suggestions for cleanup of the website. SRG will complete cleanup items as discussed.

VII. Owners Forum

During the Owners Forum, all Owners were given the opportunity to speak and Owner comments were received throughout the meeting. There were no Owner comments.

VIII. New Business

The following new Business items were discussed:

A. I -70 Noise Abatement; The Board discussed pursuing noise abatement on I -70. Letters will be sent to CDOT, State Representatives, County Commissioners and the newspaper requesting noise abatement (such as a wall) be completed. It was noted that this could be incorporated in the exit 203 project.

B. 2021 Annual Owner Meeting Agenda items; Board members are asked to please prepare list of agenda items for the 2021 Annual Owner Meeting. This will be discussed at the next Board meeting.

IX. Next Meeting Date

The next Board of Directors meeting will be held Monday February 8, 2021 at 5:30 pm.

X. Adjournment

At 6:18 pm the meeting was adjourned.

Approved: _____