



**Snowdance Manor  
Board Meeting Agenda  
April 9, 2022 – 9:00 am  
Via Zoom**

**Minutes – Draft**

- I. Call to Order
  - A. The meeting was called to order at 9:07
  - B. Board members Marie Cramer, Krister Sorensen and Paul Tosetti were in attendance and Kevin Lovett and Steve Wahl were in attendance representing Summit Resort Group.
- II. Owners Forum
  - A. Notice of the meeting was posted on the website. No owners, other than the Board members attended.
- III. Review minutes from 4/12/21 Board meeting
  - A. The minutes from the April 12, 2021 Board meeting were presented. Marie Cramer made a motion to approve, Krister Sorensen seconded the motion and the motion passed.
- IV. Financials
  - A. Kevin Lovett reported the financials as follows:
  - B. Year to date review
    - i. February 28, 2022 financials reported \$2,306 in the Alpine Operating Account, \$29,182 in the Alpine Reserve account and \$306,190 in the Vanguard Investments account.
    - ii. February financials reported \$152,759 of actual expenditures against a \$138,162 budgeted expenditures resulting in an expense overage of \$14,597 (10.6%) year to date.
    - iii. Areas of major expense variance include:
      - 1. 600 Legal - \$978 over (note, 2021 tax return expense placed here, and 601 account is \$500 under budget)
      - 2. 669 Electricity - \$1,021 over budget (note, \$4,325 of March expense was paid on 3/1/22)
      - 3. 671 R&M - \$8,825 over (note \$9,322 was spent the same period 2021, 2022 YTD Budget was only \$3,840; large expenditures attributed to leaks, drywall repair, hallway lighting, sewer cleaning & window cleaning).
      - 4. 675 Elevator Maint - \$1,941 over budget (note \$1,845 in Thyssen Krupp charges over quarterly maintenance plan)
      - 5. 681 Pool Repair & Maint - \$1,209 over budget (note \$1,784 in Alpenglow Electric repairs).
  - C. All planned reserve contributions have been made year to date
  - D. 2022-23 Budget, Budget Ratification
    - i. Budget 2022-2023
      - 1. Overall, a 5% increase to dues is proposed.
      - 2. Budget line-item review: we have reviewed each budget line item looking at historical expense as well as projections to determine the 2022-23 expense for each line item. Line-item summaries noting changes from the current 2021-22 budget are as follows:

- Revenue
  - i. 501 Dues; Increase of 5%
  - ii. 502 Unit 401 Additional Assessment; increase 5% to reflect overall budget increase. The original assessment was based on the change in sq. ft. so this assessment should change along with other expenses.
  - iii. 505 Reserves; no change (continue to collect \$44,000 annually to be placed in to reserves).
  - iv. 510 Storage Closets; no change
  - v. 515 Laundry; increase \$180
  - vi. 520 Operating interest; no change
- Expenses
  - i. 600 Legal; increase \$250 annual DORA registration
  - ii. 601 Bookkeeping/accounting; increase \$250, tax return prep
  - iii. 602 Miscellaneous/Postage; increase \$300
  - iv. 603 Board Expense; no change

3. The board asked that SRG modify the budget to reflect a 3% overall increase rather than the 5% proposed.
4. After revising the budget, SRG will email the revised budget to the Board for approval. And a budget ratification meeting date will be determined.

E. Accounts Receivable – all owners are current on dues.

## V. Managing Agents Report

### A. Completed Items

- i. Lighting Repairs
  1. New exterior fixtures, stairwells to parking deck/parking garage
  2. Interior hallway lights, drivers replaced (spare drivers on hand)
  3. Garage light timer adjustment
- ii. Back entry door handle replacement
  1. Marie Curry suggested that replacing the laundry door handle may require all of the common area door handles be replaced for consistency and suggested not taking this on now.
- iii. Carpet replacement
  1. The carpet installed used the original stair edging which is now coming lose at the top of the stairs.
  2. The installer/manufacture are working to find a replacement which will not lift up due to heavy use and ski boot traffic.
- iv. Sauna heater replacement

### B. Pending Items

- i. In unit fireplace/chimney cleans and inspections (scheduled for 5/2/22)
- ii. Annual fire systems inspections (sprinkler/alarm/extinguishers)
- iii. Routine drain cleaning/sump pump inspections (Spring 2022)
- iv. Pool area seasonal closures (4/15-5/23) (10/1-11/20)
- v. Insurance renewal May 10<sup>th</sup>
- vi. Move the brochure rack to a space near the ski lockers
- vii. Kevin Lovett reviewed a list of site manager Spring/summer clean up items (attached).
  1. SRG to review replacement of towel dispensers in common areas
  2. The Board does not want to schedule a common area carpet cleaning at this time since the lobby/locker area carpet is new.

Routine inspection status (fireplace clean / fire alarm/ fire sprinkler/ sump pumps)

Pool/ hot tub area seasonal closures

- VI. Ratify Actions Via email
- A. 5-25-21 Interior painting
  - B. 9-21-21 Board officer positions
  - C. 9-22-21 2021-22 snowplow
  - D. 10-2-21 2020 tax return
  - E. 10-15-21 PM Agreement renewal
  - F. 11-3-21 Carpet Replacement
    - i. A motion was made by Paul Tosetti and seconded by Marie Cramer to ratify the actions via email and passed.
- VII. Old Business
- A. Parking passes/ stickers 2022-23
    - i. The board agreed to continue to use parking passes rather than stickers.
    - ii. The passes should be a new color every year so old owners/renters can't use the parking lot long term.
    - iii. Marie Cramer is checking with the Snowdance HOA on their parking pass color for 2022.
  - B. PUD/ Bridge
    - i. No actions were taken on this issue.
- VIII. New Business
- A. Projects 2022
    - i. Window wash (approx. \$2,000)
      - 1. The Board chose not to pay for unit specific exterior window cleaning
      - 2. An email will be sent to owners prior to the common area exterior window cleaning to see if they want to be billed for unit specific exterior window cleaning.
    - ii. Annual tree treatments, trimming & roof inspections
      - 1. \$124 systematic treatment of spruce, pine & bristlecone
      - 2. \$249 systematic treatment of aspen
      - 3. The Board approved having the \$124 treatment done for summer 2022 but not the \$249 treatment. The \$249 treatment should be every other year.
    - iii. Garage/Parking deck engineering study, Cona Engineering \$1,105
      - 1. Kevin Lovett presented the board with a proposal from Cona Engineering.
    - iv. 2022 Annual owner meeting date, set for September 10<sup>th</sup>, 2022 at 9:00 a.m. with an in person and a Zoom option
    - v. Property Management Agreement, early renewal with 10% fee increase (current agreement runs through November 22, 2022). This was approved as part of the 2022-2023 budget proposal.
  - B. Renters
    - i. Damages due to renters
      - 1. Recent defecation in pool
      - 2. Sauna heater damage due to someone pouring water on the
    - ii. The Board would like to add cameras to the pool area and hallways
      - 1. Signage will be required notifying of surveillance
      - 2. The Board suggested finding an online system that did not require a large monitoring fee.
  - C. General Tree Situation
    - i. Paul Tosetti asked about the current tree health in the county. Is the county actively managing fire clearing after COVID? Is anyone aware of any current threat to trees?

- ii. Meeting attendees tended to agree that the Forest Service was actively working on fire mitigation.
- iii. Kevin Lovett stated that the Pine Beetle situation has ebbed and was not aware of any significant county-wide threat to trees at this time.

D. Pool Area Repairs

- i. Marie Cramer is planning to work on getting the pool area bar resurfaced.
- ii. Marie plans to work with an artist to update the lobby mural and will get bids.

IX. Executive Session

- A. No executive session was held.

X. Next Board Meeting Date

- A. No date was set

XI. Adjournment

- A. A motion was made to adjourn the meeting by Marie Cramer, the motion was seconded by Paul Tosetti and the motion carried. The meeting was adjourned at 10:32.