

**Tarn Landing
Board of Directors Meeting
January 12, 2024**

I. Call to Order

The meeting was called to order at 2:01 pm. Board members present via Zoom were Anthony Newman, Michael Connolly, Omer Davidian, Kathy Schwitzer and Michele Schwadron. Representing Summit Resort Group was Deb Borel. A quorum was present.

II. Introductions/ Owners Forum

It was noted that there were no owners, other than board members, present. Notice of the meeting was posted on the website.

III. Approve Minutes from the September Board Meetings

The board reviewed the minutes from the October 28, 2023 Board of Directors meetings. Anthony made a motion to approve the minutes as presented. Michele seconded, and the motion carried.

IV. Financials

SRG presented the following:

Financial Report as of November 2023 close

November 2023 close financials report that Tarn Landing has \$15,197.60 in Operating and \$100,219.83 in Reserves.

November 2023 reports that the association is \$334.28 over budget in expenses.

As of November 2023 close, all Reserve contributions are current.

All Owners are current in paying dues.

Capital Plan Allocations 2024 – The board reviewed the capital plan. This plan is used as a tool to layout future expenses and determine funding needs for major repairs, replacement items and improvements, as they are needed. As of the meeting, the following are the allocations:

- Painting walls in hot tub building- \$1,421 allocated
- Asphalt crack fill and seal coat - \$5,502 allocated
- Concrete – all - \$22,653 allocated
- Staining building decks - \$5,918 allocated
- Backflow Preventer Building C - \$1,607 allocated
- Hot Tub Cover - \$750 (done in 2023)
- Contingency Reserve - \$1,080 allocated
- Landscaping Mulch - \$1,829 allocated
- Circulating Pumps building A - \$3,133 allocated
- Circulating Pumps building B - \$1,566 allocated
- Circulating Pumps building C - \$3,133 allocated
- Expansion tanks building A - \$1,632 allocated

- Expansion tanks building C - \$1,634 allocated

V. Managing Agents Report

Completed Items

- A. Sent Post Annual Meeting Mailer to Owners
- B. Sent Owners of upper A building units, two B building and 2 C building a check to cover heat tape electric costs
- C. Backflow testing complete (fire sprinkler and irrigation)
- D. Annual fire alarm and sprinkler testing is complete – repairs needed
- E. Fire Department Inspection complete – no issues except with their Knox boxes, and they will have those repaired.
- F. Repaired deck post at B4
- G. Annual Boiler inspections are complete
- H. Several zone valves have been replaced
- I. Irrigation winterization is complete
- J. Diseased trees have been removed
- K. Crack filling is complete
- L. Touch up painting is complete
- M. Glycol replacement in B building is complete

Pending Items

- A. Annual fire extinguisher inspection will take place in June

Report Items

- A. Roof snow and ice removal has not been necessary yet this year

VI. Motions via Email

Mike made a motion to approve the following actions via email that have taken place since the last board meeting.

- A. 11/02/2023 – Approval of Post Annual Meeting packet to be sent to owners
- B. 11/13/2023 – Approval to hire engineer to evaluate C2 cracking
- C. 11/30/2023 – Approval of 2024 Property Management Agreement
- D. 12/14/2023 – Approval to obtain bids for to add beam above C2 and evaluate other buildings.

Anthony seconded, and the motion carried.

VII. Old Business

There was no Old Business to discuss

VIII. New Business

A. Annual Requirements

- a. HB 1254 – Per Colorado Legislation, SRG presented the annual Management Fee Disclosure to the Board.
- b. Annual Disclosure - it was noted that the “Annual Disclosure” of all HOA documents is completed multiple times per year. This is accomplished by way of multiple mailers to all Owners throughout the year (to include within 90 days of the fiscal year), stating that all HOA documents may be found online at the HOA’s website.

- B. Pet Policy – The board reviewed several sample policies regarding pets. Anthony reported that he had reviewed all the board meeting minutes since 2013 and the pet policy was discussed 7 times in those years. The main issues were related to enforcement. Board comments were as follows:
- a. Anthony stated that only owners should have pets.
 - b. Omer said the HOA should not allow pets on a case-by-case basis. He thinks that the HOA should allow the owner of a unit to determine whether or not a tenant should have a pet, or not allow them at all.
 - c. Michele is not in support of allowing anyone but owners to have pets.
 - d. An email will be sent to owners asking their preference of whether or not long-term tenants should be allowed to have pets.
 - e. An email will be sent to attorney Maris Davies to ask if the HOA can ask for documentation for emotional support and service animals.
 - f. Regarding the owner of unit B3 and her request for an exception, if a lease has been signed, then the HOA will allow the pet for the length of the lease. When the lease expires, the pet will no longer be allowed.
- C. Roof Support Update – There was not an update on roof support for this meeting.
- D. B Building Sinking – the bathroom building floor is sinking and is now 2 inches lower on the boiler room side of the building. An engineer has been hired to determine the cause.
- E. Glycol Additions – In the spring, all three boilers will need glycol injections for the heating system.
- F. A Building Main Line – The A building has a main water line that needs to be repaired. The work will be done early next week. Deb will send an email to the owners of that building informing them of the water shut off to complete the repairs. The water will be off approximately 4 hours.
- G. C Building Motherboard Failure Update – the motherboard was replaced on Thursday and both boilers are running properly. Many of the zone valves and both zone valve panels need to be replaced due to failure from the water. That work will be completed next week.

A. Next Meeting Date

The next Board of Directors meeting in the form of a walk around will be held in June. The board will be polled in early June to set a date.

B. Adjournment

With no further business, a motion was made and seconded to adjourn at 2:43 pm.

Approved by

Date