

**Chateau Claire
Board of Directors Meeting
10/12/2022 5:30PM**

[Zoom Link: Chateau Claire Board of Directors Meeting 10/12/2022](#)

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Agenda

- A. Call to Order / Introductions:** The Chateau Claire 10/12/2022 Board of Directors meeting was called to order at 5:40PM
- a. **Introduction of the Board of Directors:** Patrick Chelin, Linda Stevens, Emily Francia, Lenore Knox, Dan Windschitl
 - b. **Introduction to those present:**
 - c. **Summit Resort Group Present:** Noah Orth
- B. Post Annual Meeting Directors Positions Assigned Duties / Titles**
- a. Patrick Chelin - President
 - b. Emily Francia - Vice President
 - c. Lenore Knox - Secretary
 - d. Linda Stevens - Treasure
 - e. Dan Windschitl - Director
 - i. **Motion: Patrick Chelin motioned to approve the 2023 Board of Directors Positions as presented, motion carried with no dissent**
- C. Approval of Previous Annual Meeting Minutes:**
- a. **[Chateau Claire Board of Directors Meeting Minutes 4/6/2022](#)**
 - i. **Motion passed unanimously in approved the 4/6/2022 Board of Directors meeting minutes**
- D. Treasurer's / Financial Report:**
- a. **[Chateau Claire August 2022 Balance Statement](#)**
 - i. The Chateau Claire August 2022 balance statement reports
 1. Operating: \$105,609.74
 2. Reserves: \$152,105.83
 3. Total Checking and savings: \$257,715.57
 - b. **[The Chateau Claire August 2022 Profit / Loss Budget Performance](#)**
 - i. The Chateau Claire August 2022 profit loss statement reports a total of \$164,679.36 of actual expenditures vs \$175,731.36 of budgeted expenditures resulting in a \$948 budget deficit.
 - ii. **Major areas of significant over expense variance include:**

1. Property Tax \$1,091.06
2. Insurance \$1,302.07
3. Grounds & Parking \$2,198.07
4. Trash Removal \$1,279.65
5. Gas \$1,317.99
6. TV & Internet \$4,369.52
7. Electric \$1,100.18

iii. Major areas of significant budget surplus include:

1. Snow Heavy Equipment \$1,000
2. Water \$4,563.23
 - a. Noah is going to look into Xfinity and water usage costs as there is a projected 5% increase for Cable as well as a 12% increase in water.
 - b. The board had inquired about the bank loan in which Patrick addressed the board in that the association received a line of credit which then was converted into a loan was concerted in January of 2022. The association received 2 years of payments from owners with out paying down the loan and putting that money into reserve income. The loan amount was \$114,000 over the duration of loan. Through 2022 they would have collected all the money in which the load would then be started to pay down on.
 - c. The board asked if any owners were in delinquency as it was noted in the past there was delinquency.
 - i. Noah stated that all dues were current and that there were 3 owners who have prepaid
 - d. **Motion: Patrick Chelin motion to approve the August 2022 financials as presented, Linda Stevens seconded the motion, motion carried with no dissent**

iv. 2023 Budget Discussion

c. CC 2022 Actuals

- i. Noah spoke in regards to the associations year to date expenses in which would help the board understand where the association stood financially as well to help with the 2023 budget
 1. Patrick had a question on laundry income in that the association is now that equipment is being leased is bringing in very little income
 - a. Lenore followed up in asking about the history of the equipment that was paid for as it they were very costly
 - b. CC 2023 Proposed

ii. Combination of an assessment and then a dues increase an

E. Managing Agents Report

a. Completed

- i. Exterior window painting
- ii. Exterior siding staining
- iii. Building 4 railing installation

b. Pending

- i. Reserve Study
- ii. Building 4 boiler adjustments
- iii. Lumen (Internet) building inspection 10/24/2022
- iv. Kayak and Paddleboard Rack

c. Items to Report

- i. 10/8/2022 unit 51 ceiling leak from unit 45 toilet

F. Old Business

a. Building 1 basement lighting

- i. [Ping Pong Room Lighting 1](#)
- ii. [Ping Pong Room Lighting 2](#)

1. Board suggestion was to have updated can lighting installed with the common entrances, due to costs the board put it on hold

2. Recommendation 4 replacement lights

- a. The board approved for the replacement of the 4 fixtures with LED lighting
 - i. Noah to look into LED replacement lighting

b. [Building 1 basement closet](#)

- i. Board last suggestion was to remove the 1st bathroom and closet to create more space

G. New Business

a. Improvements to entryways of each building – last time we priced, was \$40k per building with limited scope

- i. Noah reported that the initial scope of work that the board had proposed was going to cost the association \$70,000 to \$80,000 per buildings 1, 2 and 3 however building 4 would be more due to size. After narrowing down the scope of work the association is trying to make the common hallway project more cost effective in which Noah is talking with a company which works both in Denver as well Summit county.

1. The board had addressed about a \$3,000 per unit assessment to cover costs of the common hallway project as well deck repairs

b. Decks – Discuss scope. SRG will then request bids from contracts

1. Removal of railings, sanding down and painting (color TBD)
 2. Replacement of rotting wood as required
 3. Removal of soffit and connection of rails with through bolts rather than screwing into decking (this will make the rails more stable long term)
 4. Addition of center "feet", will need to be welded on when the railing is off and painted at same time for longer railings (this too will make the rails more stable)
- **Repairs and Structure inspection of decks**
 1. Linda has suggested we do all railings and not just those on the back of building 4.
 2. The board is going to have to decide if they want railings to be sandblasted, repaired and powder coated or painted. Paint on metal is going to flake off and powder coating is going to be costly. Preventative metal is going to be needed going forward.
- c. Cable vs Firestick**
- i. The board spoke in regards to the pros and cons of the current bulk package that the association has with comcast. Research for cost comparisons for internet packages from Xfinity, Resort Internet and Lumen are being received.
 - a. Lenore was concerned with amenities that the association was losing due to age that needs to be brought back to attention. The buildings continue to age and items are going to continue to cost more and more.
 - b. Dan mentions that there has been many many years of mismanagement and so much deferred maintenance and that amenities need to be brought back to where they once were.
 - c. Patrick mentioned that the bottom line was that the association was \$4,000 over budget when it comes to TV and internet and in today's day and age the majority of people are streaming so why have cable at all especially if it was not being used.
 - i. There was board agreement as to the cost savings however they wanted to note that there were still many people that enjoyed the amenity of cable.
- d. Recycling**
- i. Patrick mentioned to the board that it has been brought to the boars attention that when owners and guest are using the recycling bins as trash instead of recycling it gets all thrown into the dumpster and or a violation

is assessed to the association for recycling contaminants. The board had made a decision to stop service due to the extra expense.

- ii. In regards to Dillons short term rental guidelines that it has to be completed by a unit by unit basis and not by an association by association basis.
 - 1. Lenore spoke that a recycling bin had to be placed in the unit
 - 2. The board agreed that there was free recycling in the area and that with the issues and extra costs that the association was paying for not receiving a recycling service it was best to save the money.
- e. **Newsletter** - Patrick is going to create a first draft of the newsletter to be approved and any additional comments to be added by the members of the board for distribution
- f. **Firewood** - The board spoke in regards to the concerns of the firewood. Supplier shut as his business and that the costs were rising due to demand and amounts of wood that the association was going through in that further discussion maybe needed for future.

H. Miscellaneous Discussion:

- a. Noah brought to the boards attention that the managers unit had a leaking kitchen faucet that needed to be replaced per the onsite managers request
 - i. The board unanimously approved the replacement of the faucet

I. Next Meeting Date:

- a. TBD

J. Adjournment: A motion was made to adjourn the Chateau Claire 10/12/2022 Board of Directors Meeting at 7:10PM