

Agenda Chateau Claire Board Meeting Minutes
April 5, 2017
Jehn Building
5:30 PM

I. Welcome

Nancy Holloway called the meeting to order at 5:35pm

Board Members present: Lenore Knox, Ann Rutherford, Jay Gietl, Glenn Iverson, and Nancy Holloway

Guests: Larry Connors, Bob Boden, Renee Hogue

II. Discussion/Approval Minutes January 25, 2017

There was an email motion by Richard Lodholz and 2nd by Lenore Knox to approve the January 25th meeting minutes. Motion passed.

III. Financial

There has been a big influx of upfront payments for the roof assessment. Marsha is finishing up year-end financials. We are still waiting on December financials. Marsha said she will finish up when the tax season wraps up.

There was a discussion on changing our accountant. Jay said that there are currently no plans to replace our existing accountant, but that he will meet with Marsha to set up expectations. It would not be a good idea to change providers with Tom and Debbie leaving. Lenore asked if it were possible for financials to be more detailed with expenses, etc. Jay said that he will meet with Marsha and Debbie to get a better idea of the "true costs" for rentals that will be passed on the hiring committee.

IV. Old Business

- #17 acknowledgement of email and payment
Mr. Bell still has not acknowledged the emails Jay sent him regarding his behavior, etc. regarding the loss of heat in his unit. Mr. Bell has yet to be reimbursed for costs he incurred with the repairs. The Chateau Claire lawyers have been contacted about how to handle the issue. They suggested that the information be sent where a signature is required for delivery. The Board decided to send Mr. Bell his reimbursement check via certified mail with copy of the behavior acknowledgement email along with a cover letter from the Board. This way Mr. Bell will have to sign for the package with the acknowledgement contained. The total costs to Mr. Bell were approximately \$1400-\$1500. Total costs for all repairs were higher. Cost per unit is approx. \$53 to be paid out of the maintenance/repair fund.

- Management update
Nancy updated the Board that Tom has been doing some crack filling and changing out an automatic light timer. There is no update on the laundry in building #4. There is some settling on the middle landing of building #3. Tom is getting a quote for repair. There have been some complaints of dogs not being on leashes. Information will be included in next Board communication with reminders about the leash law.
- Mansard Roof status
“The Roofing Company” bid for the project went up from the original quote of \$250,000 to \$300,000. Tom is working on getting another bid from a Summit County company. The Board discussed options to finance the mansard project and alternate ways for owners to pay for the work.

V. New Business

- Chateau Claire homeowner letter and survey
There was a discussion on how to distribute the survey to homeowners. Nancy said the results do not need to come back to Debbie. Lenore offered to set up the survey in Survey Monkey and send to homeowners. We can manually send surveys to homeowners who do not have email. Lenore will set it up and send to the Board for edits before it is sent out to the email list. The survey will also ask for volunteers for the hiring committee. They can contact Nancy with interest in serving on the committee.
- Management Team Committee
Glenn asked to see the management contract as he had questions about its structure. Nancy gave him a copy of the contract template to review. Ann said that in doing some research that the median Summit County rental was \$1423/ month. That does include comps from the entire county and may not reflect actual rents in Dillon.
- Dillon Summer Concerts at Town Park during amphitheater construction
Jay was sent info that during amphitheater construction, July 2017-May 2018, that Saturday summer concerts will be held at Town Park. Chateau Claire will need info from the Town of Dillon with info on parking plans, crowd management, etc. Nancy will reach out to the town for more information.
- Board Communication
There was a discussion about how, as a Board, we should communicate with each other? ALL Board members need to be cc'd on communication and respect given with responses. We need to work together in moving forward.

*The next meeting date was discussed and tentatively set for May 24, 2017
at 5:30pm.*

Meeting Adjourned at 7:15pm

Respectfully Submitted,

Lenore Knox
Chateau Claire HOA Board Secretary