



**La Riva Del Lago Condominium Association
Board of Directors Meeting Minutes**

Date: 1.27.26

Time: 3pm

Location: Zoom

I. Call to Order

The meeting was called to order by the Board President 3:05pm

II. Roll Call / Establishment of Quorum

Board members present were noted, and a quorum was established.

- Fred, Beth, Wayne, Nikki, Kristi SRG present Kevin and Armani

III. Approval of Prior Meeting Minutes

The Board reviewed the minutes from the prior meeting. A correction was noted regarding the dues figures.

Motion: To approve the prior meeting minutes as corrected.

- **First:** Fred
- **Second:** Beth
- **Vote:** Motion carried unanimously.

IV. Financial Review

SRG presented the December 2025 financials.

- The operating account balance was reported at approximately \$181,000.
- Year-to-date expenses were approximately 11% under budget.
- Insurance premiums have been paid, and a reimbursement has been received.
- **Motion:** To approve the December 2025 financials as presented.
- **First:** Fred
- **Second:** Beth
- **Vote:** Motion carried unanimously.

Wayne was formally introduced as the new Treasurer. Alex will coordinate with Wayne to review the financial packet, provide QuickBooks access, and review invoice description protocols.

V. Old Business

A. Maintenance Request System

The Board discussed the implementation of a new maintenance request system utilizing **Google Forms**, which populates an Excel tracking spreadsheet.

- Nikki demonstrated the system and reviewed its functionality.
- Board members discussed accessibility.

- The Board agreed to proceed with a trial phase and refine the system based on feedback prior to wider distribution.

The maintenance request form will be monitored by Fred, Armani, Beth, Nikki, and Wayne.

C. Bylaws Update

Fred reported that discussions regarding proposed bylaw changes remain at a standstill due to revisions made. The Board structure has reverted to three members. Fred plans to meet with Carlos to further discuss the matter.

VI. New Business

A. Elevator and Boiler Updates

SRG provided updates regarding elevator maintenance.

- A grinding noise has been reported, believed to be related to recently re-greased slide guides.
- An invoice for the five-year elevator test has been received and will need to be paid.
- Armani will schedule follow-up with the elevator company and obtain a written assessment.

SRG reported that the boiler system has been functioning adequately during recent snowstorms, with occasional sensor adjustments required. Armani will contact Drew Rader to obtain an engineering quote for boiler replacement planning and will attempt to secure a second engineering opinion.

Armani also confirmed that the insurance inspection was completed successfully, with electrical panel photographs remaining to be submitted.

B. Heat Mat and Walkway Surface

The Board discussed damage to the walkway surface associated with the heat mat installation.

- Nikki reported that a replacement heat mat has been ordered and is pending reimbursement.
- Wayne will research the feasibility and impact of using an asbestos fabric mat as a heat barrier, including any warranty implications.
- Nikki will consult with the Heat Trax engineering team regarding mitigation options.

C. Threshold Repair Request – Unit 218

The Board reviewed a request from the owner of Unit 218 regarding threshold repairs estimated at \$6,000.

The Board determined that the issue is a design defect from original construction and is not the responsibility of the HOA. Past precedent supports owner responsibility for similar repairs. Fred will contact the owner to explain the Board's position and follow up in writing as needed.

D. Garage Cleanup

The Board discussed garage storage and abandoned items.

- Fred and Armani will walk the garage and photograph unclaimed items.
- Owners will be notified and given until the end of July to claim or mark belongings prior to disposal.

E. Signage and Roofing Repairs

Nikki proposed updated, uniform signage for the property and will provide a budget and estimate for Board review.

The Board approved a \$675 roof repair above Unit 219. Armani will request an inspection of the remainder of that roof section and obtain pricing for any additional repairs.

F. Short-Term Rental Listings

The Board discussed continued issues with short-term rental listings that incorrectly reference hot tub availability. This issue will be addressed in an upcoming owner communication.

VII. Owner Communication

The Board agreed that an upcoming owner email will include:

- Announcement of the new maintenance request protocol
- Reminder to remove hot tub references from short-term rental listings
- Garage storage and tire policy reminders

VIII. Adjournment

- The meeting adjourned at 4:33pm