

**ASPEN SHADOWS HOA
BOARD OF DIRECTORS MEETING
January 17, 2024**

I. CALL TO ORDER

The meeting was called to order at 10:04 am via zoom.

Board members in attendance include:

Jay Long - Unit C7
Allison Seymour - Unit A2
Devin Dillon – Unit D8
Pat Glackin – Unit B2

Representing Summit Resort Group (SRG) were Armani Zangari and Kevin Lovett.

II. OWNERS FORUM

Notice of the meeting and meeting agenda were posted on the website. Aside from Board members, there were no owners participating in the meeting.

III. MANAGING AGENT'S REPORT

Armani Zangari presented the following manager's report.

Property Management Transition. Overall, the Transition has gone well.

Site Management:

- All keys have been obtained from Buffalo Mountain Managers.
- SRG conducted a property walk with SRG maintenance crew to determine familiarize the team with the property.
- Light bulb, pet waste bags, and trash pick ups are routinely checked.

Administrative Management:

- Armani Zangari (SRG) obtained all necessary governing documents and files from the Clerk and Recorder including, but not limited to Declarations, Bylaws, Plats, etc.
- The Association website has been created and documents have been posted to the Aspen Shadows website.
- Communications have been sent to Owners.

Financial Management:

- New Bank accounts have been established at Alpine Bank
- Old Bank accounts with BMM have been closed officially.
- Association monies have been received and deposited into new bank accounts.
- February ACH pull is on track to occur on or around the 15th.
- It was noted that all vendors have been contacted and given SRG information for billing.

IV. FINANCIAL REVIEW

November 2023 close financials as prepared by Buffalo Mountain Managers were presented.

SRG noted that December close financials will be processed by January 25th and will be sent to the Board for review.

IV. OLD BUSINESS

The Following Old Business items were discussed.

- A. 801 crawl space leak; It was noted that the 801 crawl space leak has been corrected, moisture and mold clean up completed and repairs to the crawl space completed as well. It was noted that since the leak stemmed from a failed bathtub drain connection, that the unit Owner has funded all repairs.
- B. Sewer Drain clog; It was noted that a sewer drain clog occurred in the C building. Ace Sewer and Drain cleared the clog.

V. NEW BUSINESS

The following New Business items were discussed.

- A. Parking Passes; The Board agreed to continue the vehicle parking pass program. Each unit gets 2 parking passes. It was noted that there are 72 parking passes for 48 parking spaces. Owners are charged \$50 for replacement parking passes. SRG will work to obtain new passes and owners, can pay for them at the office as requested via cash or check.
- B. Capital Reserve plan; The Capital Reserve plan was discussed. The Board will send SRG the previously prepared plan. SRG will work to update and send to the Board for review.
- C. Projects; The following projects will be pursued for 2024:
 - Siding Repairs and Painting*; Patching, replacement of bad boards and painting of the siding is planned for 2024. Blue Spruce Construction (the contractor that completed the siding work in 2023) will be contacted. Additionally, SRG will reach out to other contractors to obtain proposals. The goal is to complete siding repairs and painting on 3-4 buildings each year, with 2024 being the “second year” of the cycle.
 - 8013 Insulation*; The insulation will be investigated at 8013 to determine if work has been completed (who did the work) and if additional work is necessary. Any necessary crawl space insulating will be completed to the standard of all of the crawl spaces.
 - Asphalt*; Asphalt parking lot repairs are desired to be pursued in 2024. Potential items include crack sealing, seal coat, patching and addressing drainage issues as well as considering a “redesign” to allow for additional parking spaces. SRG will work to set up a meeting on site with Board members and Apeak Asphalt.

-Bridge Tower deck board maintenance; Continued sanding and painting of the bridge towers is planned to take place in 2024. SRG will obtain proposals to address.

-Landscaping work; Brush and bush clean up/ trimming is desired for 2024. SRG will work to line this work up.

D. 2024 Annual Owner Meeting; SRG will poll the Board via email to set the 2024 Annual Owner Meeting date.

E. Communication to Owners; A communication will be sent to Owners informing them of the new parking permit distribution, annual meeting information and requesting any Owners interested in volunteering to serve on the Board or volunteer to help with projects to contact SRG.

VI. SET NEXT MEETING DATE

The next Board of Directors meeting will be held Tuesday March, 12th at 4pm via zoom.

VII. ADJOURNMENT

Approved: _____ Date: _____