

# Lake Haus Condominium Association No.1

## Quarterly Board of Directors Meeting Minutes

### July 22, 2020

#### **Call to Order:**

Meeting called to order by Gregg Strumberger, Board President, at 6:34 p.m.

In attendance: Gregg Strumberger, Milt Panas, Scott McDill, Jody Russell, Leila Hock, Garrett and Blythe Syfan via teleconference. Jeff Lake, Homeowner of E-4, was in attendance via conference call.

#### **Meeting Minutes:**

A motion was made by Jody to approve the previous Board of Directors (BOD) meeting minutes from the May 2, 2020. Leila Hock seconded the motion. With no opposition, the motion passed and the minutes were approved.

**Financial Review:** Milt Panas presented and provided an overview of the Statement of Financial Condition. Discussion followed regarding operating and maintenance reserves. Jack Zeller provided two pro-forma documents that show projected operating reserves as unadjusted, or after the transfer over \$100,000 has been made to maintenance reserves.

Gregg noted that the high-level overview is that we have three buckets of money – operating reserves is our primary checking account for day to day business. We've taken the excess in this account over \$100,000 and put into our maintenance reserves account. It doesn't take into account the expenditures we approved for maintenance this summer. 'Maintenance Reserves' is essentially our savings account for maintenance projects. 'Building Reserves' is the value of the D-12 unit. Our cash position is the total of operating and maintenance reserves.

Gregg reviewed the pro-forma document that shows actuals from October 1, 2019 – June 30, 2020, projected expenses, and the over/under.

**Dues:** A document regarding future maintenance projects and associated amounts was presented. Gregg noted we should consider a dues increase to cover the expenses of these projects and made a motion to increase dues from \$270 to \$285 on 10/1/2020, and increase from \$285 to \$295 per month on 10/1/2021. The floor was opened for discussion. Leila is in favor of planning to avoid a special assessment and suggested considering changing the governing documents to set a specific percentage increase year over year for planning purposes. Gregg noted that changing the governing documents requires a super majority of members and is difficult to accomplish.

Jody noted that she feels that the phased plan seems reasonable. Jody noted that it could cause hardship for some owners and asked for a status update on collection of dues. The Managers reported that we've had only one homeowner who has fallen behind and is now 6 months behind in dues. Managers have offered suggestions for assistance through local organizations like FIRC who can assist with making payments.

Leila seconded the motion. With no opposition, the motion passed.

Managers were asked to leave while a discussion took place among the Board.

The discussion regarded compensation for the Managers.

Gregg suggested that the cost savings the managers have provided the association and the feedback received from ownership warrant discussion.

Gregg suggested paying the \$5,000 deferred compensation from the previous year of management.

Gregg suggested getting rid of the \$5,000 deferred compensation going forward and building that into the salary and to provide the Managers with a \$3,000 raise.

Leila made a motion to increase the Manager's salary to \$50,000 annually. Scott seconded the motion. With no opposition, the motion passed.

The check for \$5,000 2019/2020 bonus is to be paid in next pay period, and Manager's salary update to \$50,000 to begin on October 1, 2020.

Milt to update the 2020/2021 budget to reflect this change.

**Manager's Report:**

Garrett presented the year in review that included completed and pending maintenance items. Also presented was a document outlining future maintenance projects and associated costs.

Snow removal: Came in under budget by closely monitoring plow and minimally hiring outside shoveling assistance.

Painting: Portions of B, C, D, F, and G buildings will be painted beginning August 10<sup>th</sup>. This completes a 3-year plan to have all buildings painted.

Roofs: Roofs were inspected by Turner Morris in May. All flat roofs were reported to be in excellent condition, with an 8-10 year life expectancy. Shingled roofs will need some work in the next 1-2 years, as some reach the end of their useful life. TM will be out again in August to perform preventative maintenance work from items found during the inspection in May.

Asphalt: A-Peak completed crack sealing, sealcoat, overlay and striping of the parking lots in July. This should prolong the life of the lots by approximately 5 more years.

Sewer: Snowbridge will inspect and clean out all sewer main lines this fall. A trenchless repair of a main line offset under the E building is scheduled for August.

Concrete: Andraos Construction will begin replacement of a few concrete pads in E, B and A buildings at the beginning of August.

Landscaping: Orkin is providing pest control services at Lake Haus. Neils Lunceford is scheduled to spray for Aphids on the Aspen trees around B, D, E, F and G buildings. They had also sprayed for weeds around the complex.

Carpet cleaning was completed in May. Carpets will be cleaned again later this year. August 24-28 dryer vents. Fire extinguishers will be inspected in August. Continuing maintenance throughout the complex continues and includes replacing and painting siding, painting railings and outdoor furniture, painted work shed, landscaping and groundskeeping, etc.

Notification to all homeowners will be given prior to the aforementioned projects beginning.

Board voted to table voting to proceed with the \$1,900 expenditure for interior design consultation pending completion of larger projects.

Lending Library: Managers brought up an idea from a homeowner requesting a lending library for \$300. The Board elected to table further discussion until next spring.

D-5 owner patio is beginning to scale / flake. There is a unit in the A-building with the same concrete crumbling issue. Since these are Limited Common Elements, the Managers wanted to make the Board aware. Additionally, the D-5 is experiencing water intrusion around the window sill where water drains off of the roof and hits his window sill directly. It's similar to the issue experienced by Larry Cadman's unit in the B-building. The area by the window experiences ice dams building up in the winter.

The Board requested that the Managers keep an eye on the window and re-visit the concrete next spring.

**Old Business:**

Items were discussed above.

**New Business:**

Annual meeting: Discussion took place regarding the flow of the Annual meeting. Gregg requested that Board members log in 10-15 minutes early for a prompt start at 10:00 a.m. with video feeds activated.

Insurance clauses and changes in the HOA documents: Blythe, Garrett and Gregg had a lengthy discussion with our legal counsel regarding a cleanup of the documents. In order to accomplish the amendments, it would cost about \$1,500 with effort and time to get voting and approval. Since there's a substantial fee for getting the insurance information cleaned up, should we just do everything? It would be about \$8,000 to get that accomplished. In light of the current projects, sewer lines specifically, and timing with COVID, it might not be the best time to try and accomplish that.

With no questions or disagreement to the prior statements, discussion moved to scheduling the next BOD meeting.

**Schedule Next Meeting Date:**

Managers will send out Doodle meeting request for next meeting toward the end of October. Suggestion was made to have the meeting earlier in the evening or on a weeknight/afternoon.

Open discussion: Discussed some logistics regarding polling during the annual meeting.

**Adjournment:** The meeting was adjourned at 7:55 p.m.