

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION
Major Project meeting Update
Conference Call

September 14, 2005

At a Conference call meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 7:00 a.m. on Wednesday, September 14, 2005, there were present: President, Gordon Abrams, and Directors James Sebben, Bruce Douglas and Ron Pfister from the current Board of Directors. Also present were Kevin Lovett and Peter Schutz for Summit Resort Group.

1. Call to order – 7:00 p.m.
2. Minutes from the August 10, 2005 conference call approved.
3. Project report
 - A. Railings –reported complete; contactor paid.
 - B. Asphalt seal coat and striping –complete; contractors paid.
 - C. Cable – Majority of external installation including trenching, pedestal installs and conduit runs complete. Splicing and internal unit work pending.
 - D. Painting – Majority of painting work complete. Initial painting / inspection walk through to take place this week.
 - E. Windows – The window installation project began this past Tuesday. Management and Gordon to check on progress Thursday / Friday of this week. Thus far, the installers are putting in 16 windows per day. Work started on the South building Questions posed as to what are the windows are being affixed to and an update on any “mess” created in the units or damage to the bldg.
 - F. Boilers – Mike Day to provide Roy Topping with boiler replacement specifications. Roy Topping to review and both Mike Day and Roy topping to present to board at the October 1st, 2005 board meeting. Additional boiler / mechanical action items include:
 1. Spare Pump Check – Get an inventory on spare pumps and report to board. Plan to have at least one spare of each type of pump on hand at all times.
 2. Thermostat, zone valve and Vent check – Jim Sebben to work with new onsite manager Rob Carter to inspect each units thermostats and vents to ensure that all including zone valves are working properly.
 3. Fall boiler inspection -After unit inspection, management instructed to enlist a boiler / mechanical contractor to inspect and test all boiler / mechanicals to ensure working properly.
4. Flashing / eaves, bylin system and chimney caps /flashing
 - A. Flashing / eaves – Turner Morris proposal to drive screws back into the roofing along approximately 225 linear feet of eave. Flash in the screws with a color that matches the existing roofing membrane - \$3426

- B. Bylin system - Turner Morris proposal to install 140 ft of bylin eave panels of \$27, 089 denied. Management instructed to solicit bid to install bylin system only over the south edge of the North bldgs. eave above the walk way between the North bldg. and the pool. If approved, this area will be used a test site for possible future bylin system installs elsewhere throughout the complex. Management instructed to get references of where Turner Morris has installed the bylin system elsewhere in the county. Board and Management to inspect and find out success rate.
- C. Chimney caps and flashing –Turner Morris proposal of \$1350 to install 3 new chimney caps accepted. Turner Morris proposal of \$1800 to reseal the 18 chimney chase caps with plastic cement accepted.
5. New Onsite Manager update – Rob Carter to take over as the new on site manager the weekend of September 17th. Owner mailing introducing new manager sent.
6. Assessment / Reserve fund Cash flow
Management reports that \$82, 284.88 of the special assessment has been collected to date. We have spent and transferred \$39358.34 out of reserves. The operating balance is \$47, 538.14 and the reserve balance is \$77, 606.60.
Ron Pfister will order a title commitment on unit 135, the managers unit, in case there is a need for a line of credit.
7. Natural Gas
Management instructed to lock in if rate drops to or below \$10.10 / dkthm.
8. Miscellaneous
- A. Ice melt - Management instructed to keep up on ice melt throughout complex this winter with special emphasis on the area surrounding the upper bldg.
 - B. Laundry equipment - Management instructed to get proposal on replacement laundry equipment from Automated Laundry and present to board.
 - C. Hot tub cover – Management instructed to continue pursuit of a new hot tub cover to assist in energy savings.
 - D. Owner Update – Management and Board to send out a project update to all owners after the October 1st, 2005 board meeting.
9. Next Meeting date –October 1st, 2005
10. Meeting adjourned 8:00p.m.