

MINUTES OF THE BOARD MEETING OF THE ANCHORAGE WEST ASSOCIATION

November 15, 2008

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 9:00 am on Saturday, November 15, 2008, there were present: Directors James Sebben, Melissa Barrett, Dave Lippa, Peter Tamblyn and Chris Durkin (via telephone) from the current Board of Directors. Kevin Lovett, Peter Schutz and Mark Williams were present representing Summit Resort Group.

1. **Call to order** – The meeting was called to order at 9:00 am.
2. **Owners Forum** – the meeting was advertised and welcomed owners to participate. No Owners, other than Board members, were present.
3. **Minutes** from the July 25, 2008 and July 26, 2008 (post annual) Board meetings were approved with one minor change to the heading of the July 26, 2008 post annual board meeting minutes.

4. Financials-

Financial Report as of October 31, 2008

October 31, 2008 close financials report that we have \$ 9,921.52 in Operating and \$29,409.42 in Reserves.

October 31, 2008 Profit and Loss statement reports that we are \$3437 over budget in operating expenses. Areas of significant overage include:

530 Grounds Maint \$1867 over (\$1150 from asphalt patch at upper bldg)

535 Pool Maint. \$2070 over (\$1353 for new sand filter)

Dave Lippa requested that expenses associated with the 1/4rly boiler inspections in account 516 Boiler R & M be amortized over the ¼ in which they apply. Dave can show SRG accounting how this should work.

Kevin Lovett presented a complete reserve account summary which showed the 2007-08 fiscal year (May 2008) close balance and all contributions and expenses to date tying into the reported reserve balance as of 10/31/08. The summary also included the projected revenues and expenses from November through May 2009 and an estimated reserve balance at the close of the 2008-09 fiscal year. This summary then tied into the Capital Reserve Plan.

5. Managing Agents Report

Kevin Lovett presented the following managing agents report:

Completed items

-Managers site work report; a detailed list of all items completed by the site manager since the 2008 annual owner meeting was presented.

-The boat lot has been organized and decals placed on all trailers

-Fireplace inspection/ chimney cleaning was completed; the repair report is pending. Dave Lippa moved that a small sign enclosed in a plastic cover be placed on the fireplace hearth in all units that states “please check the damper before using fireplace”; the motion was seconded and passed. SRG will also send out a memo with the next dues mailer informing owners that Management will be closing dampers during routine security checks in efforts to save energy.

- Carport Caulking, sealing complete. SRG was also instructed to check to see if the heat tape that exists in the gutter under the carport is working properly; if not, SRG will install new, inexpensive heat tape.
- Carpet install complete; there is a 2 year warranty on the install. SRG and the Board will conduct an inspection in the Spring of 2009; the Association will demand repair for any items needing attention.
- Winterization complete; snow plow contractor selected.
- Asphalt repairs at upper bldg complete.

Report Item

-Double pane window inventory report was presented. 17 units are reported to have single pane windows and doors on the lakeside of the building; the majority of these are in the upper building. The following plan was put in place; due to the economic times, a mass replacement with a required special assessment of all of the owners was not preferred. Instead, the Association (through a small committee made up of Melissa Barrett, Julie Tamblyn and Jim Sebben) will spec out a specific make, model(with color) and owners will be permitted to complete the replacement on their own with the approved window/ door set. The committee will have the specs and complete plan in place including the plan for owner notification by the Spring Board meeting.

Old business

A. Boiler update

SRG presented an update of the boiler progress in both a quick summary and the “running” update from the July meeting notes from the meeting with Breck Mech, Tech One and the engineer. The quick summary is as follows:

- Domestic Water issue (erratic temps)- Bypass installed – COMPLETE
- Lower N bldg pumps – wrong size installed – COMPLETE
- Check Valve, lower south – installed in wrong location – COMPLETE
- Mixing Valve –MAY NOT NEED TO BE DONE
- Pipe Banging – Zone valve reversal; partially complete – BRECK MECH TO COMPLETE
- Controllers – INSTALL PENDING
- Flow switch- Tech One installed in proper locations – COMPELTE
- Plans – Mike Day provided Final Plans – COMPLETE
- Mag Starter replacement – COMPLETE
- Balancing – PENDING
- Original balancing invoice – CHECK ON THE WAY TO AW \$2400

Pending Items

- Controllers- the first set of controllers has been delivered to Tech One; they will be installed with the 1/4rly inspection prior to December 1, 2008.
- 1/4rly service – to be complete by December 1, 2008.
- Glycol addition – the plan is to implement glycol as soon as practical; SRG will inquire on the following glycol related questions:
 - does glycol impact balancing?
 - acquire firm bid for glycol install
 - check to see if glycol is included in the original bid signed with Breckenridge Mechanical?
- Zone Valve swap – Breck Mech has agreed to reverse the zone valves per the list compiled by Jim Sebben and Peter Tamblyn; the deadline placed on Breck Mech is to have all of the priority 1 and 2 zone valves reversed by December 15th with the priority 3 zone valves complete by January 15th.

- Auto air vent- the installation of the auto air vent may or may not need to occur; this project is placed on the back burner.
- SRG will have Tech One check the domestic water temperature of all buildings as the water temp in the lower south bldg is very hot. This item should be added as part of the 1/4rly inspection.
- Once all repair items are complete, SRG will request a “tutorial” from Tech One to instruct SRG maint and the AW site manager on items to do/ look for.
- SRG will give Tech One a copy of M2 – updated sheet and see if he is going to coordinate the balance. It is believed that Roy Topping and HVAC will do for free.

B. Hot Tub cover

Options were reviewed for a hot tub cover; Peter Tamblyn moved that the aluminum cover is purchased; Dave Lipka seconds and the motion passes. Once the cover is received, the AW site manager will remove the new aluminum cover in the morning and replace at night (with the exception of heavy snow days where the cover will be left on).

C. Internet – Survey results

The results from the internet survey were presented and reviewed. 17 units preferred to end the HOA – provided internet and 24 units preferred to have the association increase dues and install a modem in every unit. There were 6 no votes which, in accordance with the survey, are to be counted as a vote to install a modem in each unit with the dues increase bringing the total of units preferring to increase dues and install a modem in each unit to 30 units. In accordance with the vote, SRG will work with Peter Tamblyn to explore install specifics and answer the following questions:

- Can we do the install on our own and save the \$50 per unit install fee?
- Who owns the modem, Comcast or the HOA?
- Who pays to repair the modem if necessary?
- Can / how much to make wireless?

SRG will report to the board on the above. The HOA will not be responsible for the new internet hardware which will belong either to Comcast or to the unit owners. Owners will be responsible for expenses associated with replacing modems which go missing or are damaged. Owners may wish to install surge suppressors.

6. New Business

A. Items stored under carport – it was noted that the carport areas should be kept neat and tidy. The storage of items in the carport areas is under advisement and is being monitored.

B. Collins wedding, 6/24/09- the Collins’s would like to hold a wedding on the lawn on the lakeside of the lower buildings. The Board approved the request per the following:

- approved for the date of 6/24/09
- Association assumes no liability whatsoever
- Owner assumes all liability and responsibility for damages, accidents and cleanup (Owner must sign a letter to this effect)
- All association rules apply
- A \$500 cleanup / damage deposit required
- SRG will inform Farmers insurance to see if they require anything from the owner
- Owners will be informed of the Tenderfoot road work project
- there may not be adequate parking; this is a risk of the Collins party

C. Tenderfoot Street work, Town of Dillon

The Town of Dillon will be completing improvements to lower Tenderfoot St. between April 2009 and July of 2009. Improvements include a new bike path to be installed on the opposite side of the street of Anchorage West as well as drain pans and sewer lines on both sides of the street. Access will be hindered to Anchorage West during construction including a complete closure for one day during paving. There will be a construction meeting in March of 2009 that all owners are encouraged to attend. SRG will try to work with the town in efforts to install an underground pipe to connect the irrigation system in front of the upper bldg to the area in front of the boat lot.

D. Concrete repair / new light to be installed in front of lower north building-
Chris Durkin noted that there is a section of concrete that is in need of replacement; this will be added to the repair schedule for spring of 2009. It was also noted that a light should be added in this area; SRG will see that a light is installed ASAP.

E. Common area light fixtures

Dave Lipka commented that there is inconsistency in the glass/ Plexiglas of the light fixture heads; SRG was instructed to change out panes to ensure consistency.

7. Next Meeting Date – The next Anchorage West Board meeting will be held on February 7, 2009 at 9:00 am.

8. Adjournment – with no further business, the meeting adjourned at 11:45 am.