

MINUTES OF THE BOARD MEETING
OF THE ANCHORAGE WEST ASSOCIATION

September 28, 2009

At a meeting of the Board of Directors of the Anchorage West Association, duly and regularly called and held at 9:00 am on Monday, September 28, 2009, there were present in person: Directors James Sebben, Melissa Barrett, Dale Hill and Chris Durkin. Owners Al White and Mark Gale were also present. Kevin Lovett and Peter Schutz were present representing Summit Resort Group.

1. **Call to order** – The meeting was called to order at 9:05 am.
2. **Owners Forum** – the meeting was advertised and welcomed owners to participate. Owners Al White and Mark Gale were present.
3. **Minutes** from the 8-15-09 Board meetings were approved.

4. **Financials** SRG gave the following financial report:

Financial Report as of August 31, 2009

August 31, 2009 close financials report that we have \$2171.85 in Operating and \$52,265.09 in Reserves.

August 31, 2009 Profit and Loss statement reports that we are \$974 over budget in operating expenses. Note that \$1259 of the overage is “depreciation” which is not actual cash resulting in actuals being \$285 under budget YTD.

It was noted that cash flow was a concern. Dale Hill moved to forego the monthly reserve contribution of \$2820 until the operating account has a balance of \$10k; Chris Durkin seconds and the motion passes.

5. **Managing Agents Report** – Kevin Lovett gave the following managers report:

Completed items

Irrigation blow out
Pool closure
Tree removal

Report / Pending Items

Carpet glue down – Jim Sebben inspected all of the stairs and compiled a list of all areas of carpet needing glue down. While Jim was on site making list, the carpet installers were actually on site working on the glue down. The list Jim compiled has been given to the carpet installers and they will return to work on it. It was noted that the carpet is “tough” carpet and this is good as it should have a long life; the bad side to this is that it is difficult to bend and form to the steps. It was also noted that the carpet installers were good about coming back to address the issue.

Snow plow bids 2009-10 – SRG presented snow plow bids for 2009-10. Upon review, Jim moved to accept the bid from Aicholz Excavation (same contractor as last year); Dale seconds and the motion passed.

Flue cap painting – SRG reported that this item was pending and is scheduled to be completed this week.

Asphalt crack seal - SRG reported that this item was pending and is scheduled to be completed this week

Terrace stone replace,- There is a need for 8 – 10 replacement stones. SRG has found the blocks and is coordinating replacement from the Denver source. The Board agreed to purchase and have delivered a pallet with some being the top stones and some being the support stones with the shoring holes in them.

Sewer line scope – SRG presented the proposed project of inspecting the sewer lines as a proactive measure due to the fact that the lines are 30 yrs old and clay. SRG presented a bid of \$250 per bldg for initial investigation. Jim moved to go ahead with the scoping and asked that SRG show them the existing bldg plans to ensure that all lines run where noted on plans; Dale seconds and the motion passes.

Boat lot storage for winter –SRG reported that the winterizing and storing of boats will be happening soon and SRG will have as many boats stored on the asphalt (not the concrete) as possible.

Chimney cleans – the cleaning of the chimneys for Fall 2009 was discussed; since they were just cleaned and inspected last Fall, the Board moved to postpone until Fall of 2010.

Proposed Project

Gutter install at pool – SRG presented the possibility of installing a gutter over the North end of the South bldg to prevent roof runoff falling into pool which adds to algae issue. Total cost, with heat tape, is approx \$1800. The Board agreed to wait until spring of 2010.

6. Old business

Mixing valve – Tech One will be on site installing mixing valves in the lower S and upper bldg within the next 2 weeks. It was also noted that the banging has reoccurred in the lower N bldg; SRG believes it is probably air in the lines caused by low pressure and will investigate.

Windows – It was noted that the owners approved the install of the new lakeside windows and sliding glass doors by mailer vote 5 to 1. The project is planned to occur in the Spring of 2010. The contract from Accent Windows is pending; should have soon. Melissa will email the contract to all once received. SRG will construct a mailer to be sent to all owners informing them on the proceeding of the install, special assessment schedule and individual options available to owners; SRG will send the mailer to Melissa and then the Board for review and approval. The special assessment will be payable in 3 payments; the 1st due in November 09, 2nd in February 2010 and 3rd in May 2010. The install is planned for April and May of 2010. Individual owners wishing to upgrade with any of the individual options available (including wrapping the inside of the window framing in a different color, replacing the transom windows and adding a screen to the small sliding glass door) must have the negotiations with Accent completed by January 31, 2010. It was noted that the option of replacing the two large windows with a single larger window was removed as the single pane of glass does not come with a warranty. It was also noted that the replacement of the managers unit windows will be paid out of reserves, not added to the special assessment as previously discussed.

7. New Business

Lower N Bldg drainage – SRG presented an engineering report with ideas to combat the drainage issue that occurs at the center of the lower North bldg, near the bottom of the covered stairwell. Cost estimates from contractors are pending. Dale recommended that if this project is undertaken, the concrete pans on the sides of the bldgs should be extended to ensure proper drainage. SRG will ask the engineer why he specified the French drain to be only 18” down when the frost line is deeper.

Board appointee to occupy vacant board position – Peter Tamblyn resigned form the Board with the sale of his unit. Melissa moved to appoint Al White to fill the vacancy; Dale Hill seconds and the motion passes.

Upper parking lot ice – the ice that forms in the winter in the upper parking lot was discussed. Dale proposed installing a infrared heater at one section of the upper lot to melt the ice; the Board approved this as Dale stated he would install the experimental heater at his own expense. Dale also proposed drilling holes in the concrete curb near the top of the covered stairwell to allow water to drain through

the curb and not sit at the top of the stairwell. The board approved; Dale will mark the holes and SRG will have them drilled. Jim stated that there is an electric in ground snow melt system at some areas of the complex that has been disconnected. The board agreed to spend \$250 to have an electrician investigate the blueprints and electric system to determine if the existing electric lines work in the upper lot. Melissa will check with her electrician to see if he will investigate.

8. Next Meeting Date – The next Anchorage West Board meeting will be held in January 2010; SRG will poll the Board for exact dates in mid December

9. Adjournment – with no further business, the meeting adjourned at 10:35 am.