

# **Silver Lake Condominium Association**

**Minutes of the Meeting of the Board of Directors  
9366 Fall River Road, Unit 308, Idaho Springs, CO 80452  
Sunday, June 25, 2017  
10:00 a.m.**

## Attendance

### Directors in Attendance:

Cheryl Mount (via teleconference)  
Nancy Brady  
Sandra Goff

### Directors Not in Attendance:

Helen Patterson

### Also in Attendance:

Tisha Higgins, Centennial Consulting Group, LLC  
Dan Graham, Unit Owner

## Call to Order

Ms. Higgins called the meeting to order, noting that a quorum of the Board was present.

## Approval of Agenda

Director Goff moved to approve the Agenda. Director Brady seconded, and the Agenda was approved unanimously by the Board.

## Acknowledgment of Resignation of Brock Cureton

The Board acknowledged the resignation of Brock Cureton, which had taken place since the May 21, 2017 regular meeting. The Directors unanimously thanked him for his service to the Association.

The Board discussed the issue of continuity of leadership for the Association. Following discussion, Director Goff motioned to make a recommendation that after an individual has resigned and/or been removed from the board more than three times, that the Association discourage appointment of any such individual to the Board. Director Mount seconded, and the motion was approved unanimously by the Board.

## Appointment of New Director

The Directors discussed the vacancy on the Board.

Following discussion, Director Goff made a motion to appoint Dan Graham to the Board. Director Brady seconded, and the motion was approved unanimously by the Board.

Minutes of May 21,  
2017 Regular  
Meeting

The Board reviewed the minutes of the meeting held on May 21, 2017, which had been previously approved via email.

Following discussion, Director Brady moved to ratify approval of the minutes of the May 21, 2017 meeting. Director Mount seconded and the motion was approved unanimously by the Board.

Move-In Fee

The Board discussed the Move-In Fee currently assessed when new occupants take possession of any unit.

Following discussion, Director Brady moved to set the amount of the Move-In Fee at \$100. Director Graham seconded and the motion was approved unanimously by the Board.

Insurance

The Board discussed the Association's insurance policy. As the Association was no longer managed by Associa, the Board believed that the insurance policy, provided by Associations Insurance, an affiliate of Associa, was likely not the least expensive available in the market, as the premium had gone up when the management contract had ended.

Following discussion, the Board determined to solicit three bids from insurance companies, asking for quotes on deductibles in the amounts of \$2,000, \$5,000 and \$10,000.

Ms. Goff will solicit bids and provide them to the Board as they become available. The Board will discuss via email and make a choice of insurance provider before the July meeting.

Building  
Maintenance Room  
Door Locks

The Board discussed the issue of security in the building, and noted that it had been many years since the locks had been changed on the maintenance room and other areas where sensitive equipment and controls for the building were housed.

Following discussion, Director Brady moved to change the locks on the various maintenance doors. Director Mount seconded and the motion was approved unanimously by the Board.

2017 Annual  
Meeting

The Board discussed the 2017 Annual Meeting to be held on July 22, 2017, from 12:00-2:00 p.m., at the Alice School. They reviewed the Annual Meeting Packet materials which had been prepared by Ms. Higgins, and noted several necessary changes. Ms. Higgins will revise the documents accordingly, and will prepare to mail the Annual Meeting Packet to all Owners by June 30, 2017.

Management Report Director Goff, Building Manager, reported on the following items:

Deck: The deck on the west side of the building had been refinished, with the old paint removed and new paint applied. Several posts/boards had been replaced, as needed, to mitigate rot.

Drywall Repair. The several units which experienced water damage to drywall will be repaired in the next 30 days.

Fire Safety Contract. The Association had terminated the contract with Fire Alarm Systems, and engaged SimplexGrinnell. The new contract included many standard maintenance and inspection items which were not included in the yearly contract with the former company.

Parking Posts. For the west parking lot, the idea of parking place markers is still in discussion. Ms. Goff will examine various methods of marking and make a recommendation to the Board via email.

Confirmation of  
Next Meeting

The next meeting will be the Annual Meeting of the Members, which is scheduled for July 22, 2017, at 10:00 a.m. at the Alice School. This meeting will be followed by a potluck luncheon and cleanup of the building grounds.

Adjournment

There being no further business to come before the Board, Director Brady moved to adjourn the Meeting. Director Graham seconded, and the Meeting was adjourned.

These Minutes are approved as the official Minutes of June 25, 2017.

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Sandra Goff, Secretary for the Meeting