

Silver Lake Condominium Association
Idaho Springs, CO 80452

Minutes of the 2018 Annual Owners Meeting
Saturday, July 21, 2018
10:00 a.m. MNT

Attendance

Board Members in Attendance:

Cheryl Mount
Sandra Goff

Board Members NOT in Attendance:

Dan Graham
Jesse Portone
Brock Cureton

Call to Order

Ms. Mount called the meeting to order at 10:20am, noting that a quorum of the Board was not present at 10:20am MNT.

Approval of Agenda

Ms. Goff moved to approve the Meeting Agenda. Ms. Mount seconded the motion, and the Agenda was approved unanimously by the Board.

Financial Report

Ms. Mount presented a recap of the January thru June 30, 2018 financial reports from Cortney Finn (new accountant for SLCA).

Ms. Goff noted that not all the \$15,000 for the 2018 Special Assessment has yet to be collected from several owners. The Members in attendance agreed to request payments from the remaining owners and request they pay as soon as possible, so that the roof project can be started and completed before winter sets in. The roof project is needed to prevent more roof damage and leaks to units.

Attached is the P&L statement for each owner's account as of June 21, 2018:



SLC P&L.pdf

Attached is the Expenses report for all vendors paid in 2018 as of June 21, 2018:



SLC Expenses by
Vendor.pdf



SLC Expenses by
Vendor Detail.pdf

Building

Maintenance

Manager's Report

Ms. Goff provided a recap of all the projects completed to-date. Also discussed were concerns regarding the on-going maintenance and upkeep of the building on a regular basis. Several critical projects were completed in late 2017 and year-to-date 2018 bringing the building updates current with the exception of the remaining roof repair to fix the heat tape that was previously remove and not replaced correctly.

Ms. Goff also informed the Owners that the contract for 2019 snow plowing had been renewed with Noah, who performed the service in 2018.

Ms. Goff presented status of projects as follows:

- Units #103/303/403/202 repairs have been completed.
- Unit #403 leaking due to roof and needs to be addressed.
Charles Hall has given Ms. Goff report on solutions. Ms. Goff still waiting on estimate from Mr. Hall.
- Parking extension on Fall River Rd is complete and has added an additional 3-4 parking spaces.
- New parking passes were distributed to Owner's in attendance for both the Fall River Rd and east lake-side parking lots. Posts and numbers to be placed on the east lake-side within two weeks of the annual meeting.
- Fire call list needs one to two more people added and provided to fire alarm company
- Contractor list in progress

Ongoing concerns regarding the high cost of the water bill was discussed and the group agreed to monitor the water bill situation, as another increase is expected in January 2019. It was suggested that it would be good to have an SLCA owner participate on the Water Board to represent SLCA.

Ms. Goff informed the Owner's that Mr. Cureton resigned from cleaning the building floors and the need to find someone to clean the common areas of the building. The group discussed finding a "floor volunteer" to clean the floors until a new cleaning person can be secured (cost approx. \$3600 annually). Nancy Brady volunteered to clean the 4th floor, but volunteers for floors 1, 2, & 3 still need to be secured. Marty and Nancy to find floor volunteers

The group discussed the Vivit contract for camera monitoring. The group agreed that the monitoring really was not working well for the building due to door codes not being changed and too many people using the same code to enter the building. The group agreed that door codes need be changed frequently upon moveins/movesout and need to be unique to each unit. Ms. Helen Paterson & Ms. Nancy Brady agreed to reset their unit codes to be different for each unit. Ms. Goff to show Marty how to change/reset the codes via the keylock code system.

The group also agreed to cancel the Vivit contract early and pay the early terminate fee of \$1700.00 to cancel. Ms. Goff to contact Vivit to cancel the service.

A motion was made to contact the laundry vendor to see about upgrading the machines (washer & dryer) and to install 1 washer and 1 dryer with credit card payment. Once the Vivit service is cancelled, the dedicated phone line can be used for the credit card payments service. Ms. Goff and Ms. Brady to work on this effort.

2018/2019
Directors' Election

The Board requested volunteers from the Owners to nominate new Board members, as Ms. Mount announced that she was resigning as Board President effective as of July 21 as she sold her unit. Mr. Dan Graham also notified the Board that he was resigning from the Board immediately.

Ms. Goff nominated Marty Wilson as the new Board President. The nomination was seconded by Ms. Mount and approved.

The group agreed to designate Jesse Portone as the Board Treasurer/Secretary. Ms. Goff moved to nominate Mr. Portone and Ms. Mount seconded the nomination.

Mr. Brock Cureton will continue on the Board as a "Director At Large".

Two additional Board members are needed to have a full Board to represent the SLCA HOA.

Marty Wilson's contact info is (303) 956-5709 / Mwilson@douglas.co.us

ACTION ITEMS

- Ms. Goff to provide instructions for setting up / re-setting the Key Code Lock system with Marty Wilson and Nancy Brady
- Ms. Goff to spend ½ day with Marty Wilson and Nancy Brady to learn everything about the building and the regular maintenance needs.
- Ms. Goff to contact VIVIT to cancel monitoring contract.
- Mr. Wilson to solicit another Board members to be "Director's At Large"
- Mr. Wilson and Ms. Brady to solicit floor volunteers to clean the hallways and maintain the floors.
- Ms. Goff to work with Mr. Wilson to transition Board & Property Management activities to the new Board members.
- Ms. Mount to contact the StMarysGlacier website to update the Silver Lake Condos section with new Board members info.
- Ms. Goff to follow-up on estimates for roof repair for new heat tape and provide to Mr. Wilson.
- Mr. Wilson to work with accountant Cortney Finn to collect the remaining 2018 Assessment payments needed to get the roof work done before winter.

Adjournment

There being no further business to come before the Board, Ms. Goff moved to adjourn the meeting. Ms. Mount seconded, and the meeting was adjourned at 11:30am MNT.