

**SNOWFALL POINT CONDOMINIUMS ASSOCIATION**  
**BOARD OF DIRECTORS**  
**WEDNESDAY, JUNE 21, 2023 3:00 P.M.**  
**VIA ZOOM**

Board Members by Zoom:      Sonja Wendt  
   Jody Gunsolus  
   Kathie Turner

Association Manager:            Joe Robinson, Toad Property Management

Joe called the meeting to order at 3:02 p.m. and confirmed there was a quorum.

Kathie made a motion to approve the minutes of the May 24, 2023 meeting. Sonja seconded the motion and it was unanimously approved.

Joe explained Lacy Construction and Jerry Burgess of SGM had been working together regarding a Change Order for the pavement project. It had been confirmed existing material was substandard and needs to be refilled for the sidewalk and some of the existing foundation stem walls needed to be lowered. Joe explained work had stopped pending the delivery of some piping and parts for the Change Order work. Joe said delivery of the parts would be within the next week and Lacy Construction had confirmed work could commence within 24 hours. After discussion it was agreed Joe would reach out to Lacy Construction and SGM in an effort to get work resumed as soon as possible. Kathie said the parking lot and entrance to the units were currently a mess and it was essential that work resume quickly. Joe explained the work covered in the Change Order would take 3 – 4 days to complete and then the concrete prep work for the sidewalks could start.

The exact cost of the proposed Change Order was not known until SGM and Lacy Construction finalized the Change Order. Lacy's Change Order work listed the cost of \$43,500. Jerry Burgess of SGM requested more specific information in hopes of bringing the prices of the change order down. Assuming the charge of the Change Order does not change, with \$9,000 in contingency it would be necessary to cover the difference of approximately \$34,500. Using funds from the Reserve Account would reduce funds below the previously agreed \$50,000 limit and it was agreed to discuss how to handle the financial implications again once the exact amount of the Change Order is known. Neither another special assessment nor a dues increase are desired, but it would be necessary to recover funds in the future to rebuild the Reserve Account and operating costs throughout the valley continued to increase. Sonja did mention that the previous board had plans to increase dues 2023 and 2024 after research and this was before we knew we'd be entering an inflationary period. Dues were increased for 2023. It was also stated that special assessments should not impact our regular ongoing assessment which is needed to operate and maintain. Sonja stated she would still like to look at increasing regular assessments as part of our change order discussion.

Kathie said most unit owners/tenants were parking in the front of their units. It was agreed an email needed to be sent to owners as soon as the information was available to alert them of the delay in the project and when it was expected that work would commence.

It was agreed that three unit owners would be paying the special assessment in installments. The special assessment had been collected from all the other owners.

Joe said Sonja and one additional owner had volunteered to be on the Board and there would be an election. It was agreed it was currently a very active Board and being on the Board was a large time commitment.

Joe confirmed the governance policies were posted to the website. The amendment of the Bylaws would be discussed and approved at the annual meeting. A redline version of the amendments to the Bylaws would be circulated with the annual meeting documents.

Prior to the meeting Joe circulated a draft Budget that did not propose a dues increase. Joe explained the Building Maintenance line item had been reduced and there was no exterior painting proposed. The budget did include an 8% management fee increase and a 10% insurance increase. The Budget included 13% of annual operating expenses going to the Reserve Account.

Sonja made a motion to approve the Budget as presented. Jody seconded the motion and it was unanimously approved.

Joe agreed to circulate draft annual meeting documents to the Board for review and asked for a prompt response as the meeting was scheduled for July 27th. Joe confirmed there would be the ability for owners to vote in a secret ballot at the annual meeting for the Board seat.

Joe confirmed chimney inspections would be performed in November.

The next Board meeting was scheduled for August 1, 2023 at 3 p.m. (MT).

Joe agreed to follow up with Lacy Construction regarding the Change Order.

At 4:18 p.m. Kathie made a motion to adjourn the meeting. Sonja seconded the motion and it was unanimously approved.

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Prepared by Joe Robinson  
Toad Property Management