

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION
MEETING OF THE EXECUTIVE BOARD
VIA ZOOM – 9:00 am (Mountain Time)
THURSDAY, APRIL 27, 2023**

BOARD MEMBERS Cathleen Jones
 Robin Holmes
 Larry Cornett

MANAGEMENT PARTICIPATING
 Hannes Gehring, Toad Property Management

OTHERS PARTICIPATING
 Al Fraser
 Pat Wilson

Cathleen called the meeting to order at 9:05 a.m. (MT) and said there was a quorum.

A motion was made to approve the minutes of the March 17, 2023 meeting as presented and it was unanimously approved.

Hannes said Waste Management had been collecting the recycling without Toad having to sort the recycling. Hannes explained the trash dumpster was generally not full between pick ups except for the peak season when extra collections were scheduled. After a short discussion it was agreed to continue with recycling while pickups continued without any additional work by Toad. Hannes agreed to confirm the recycling cost.

**ACTION ITEM: Hannes to notify Board of cost of recycling.
 Toad to continue to monitor recycling and report back
 to the Board if any problems occurred.**

Hannes said Controlled Hydronics had quoted \$38,200 for the snowmelt boiler. Controlled Hydronics needed to provide a labor estimate for the snowmelt system and those figures were expected shortly. As soon as those numbers were known a decision would be made at another meeting or via email. Hannes confirmed the boiler would be installed outside and there was still a question about some sort of structure over the boiler. Concern was expressed about the boiler being replaced just four years after installation. Warranty information had been obtained and Hannes agreed to check if the first boiler, which had lasted for approximately 20 years, was the same as the second boiler which lasted just four years. Cathleen said she would follow up with the manufacturer to discuss the warranty and Hannes agreed to provide the date of installation of the second boiler.

**ACTION ITEM: Hannes to check manufacturer of first boiler.
 Cathleen to contact Manufacturer regarding warranty.**

Hannes said the needs of the snowmelt system had been discussed with Controlled Hydronics but Hannes said he could follow up with Controlled Hydronics to make sure the documentation was available for the Board to review prior to an order being placed. Understanding the operation of the new boiler was essential to fully understand the management of the boiler. Connecting the boiler to the sensors, temperature of the glycol and the third floor deck all needed to be considered when determining the correct boiler.

Hannes explained the recent Controlled Hydronics boiler was \$38,200 and was the same brand and model as the last boiler. Hannes said an additional vent had been ordered to direct the exhaust away from the building. Labor costs were unknown at this time and Hannes confirmed installation would not be performed by Timberline Mechanical. Cathleen agreed to update the Board once she had spoken to the manufacturer about the warranty for the boiler which had just failed.

ACTION ITEM: Cathleen to update the Board after speaking to the manufacturer of the boiler.

A full status report of all maintenance items would be given at the next meeting.

Cathleen asked if instructions for the hot tub and grill could be made into permanent plastic signs and Hannes agreed to contact the Sign Guys.

ACTION ITEM: Hannes to contact the Sign Guys.

Cathleen suggested going through the Summer with the two new heavy duty luggage carts and review again at the end of the Summer. Luggage carts should be returned to the garage rather than left in the lobby. Luggage carts should be cleaned prior to the Summer season.

**ACTION ITEM: Toad to return luggage carts to the garage as part of routine maintenance.
Toad to clean luggage carts between seasons.**

Robin said a second gas line had been installed for a second grill and Hannes said he would continue to follow up with plumbers to have the second grill operational.

ACTION ITEM: Hannes to follow up with a plumber for the second grill.

Hannes said the hot tub was closed and would be opened again close to June 1st.

Hannes agreed to check all light bulbs in the stairwells.

ACTION ITEM: Hannes agreed to check all light bulbs in the stairwells.

Hannes said door openers were not yet available for the garage door. Al said he was able to reprogram his old garage door opener although the opener was now not as responsive as it had been.

Hannes said there had been water leaks in Unit 203 and the leaks had probably occurred due to snow/ice build up on the third floor walk way as a result of the failure of the snowmelt boiler. Some water penetration had occurred in another unit from the roof and Hannes recommended clearing parts of the roof in big snow years as spare roof tiles were stored on the roof. It was agreed Toad had authority to have snow removed from the roof as needed during the winter.

ACTION ITEM: Toad to make necessary repairs to units and common areas.

Hannes agreed to contact Blue Dog Home Improvement to make a roof inspection and replace broken or damaged tiles as needed.

ACTION ITEM: Blue Dog Home Improvement to make roof inspection and repairs.

Hannes said he continued to work with a contractor for a price to replace the door at Unit 103 with a door to match other units. The door expense was an owner expense but it was necessary that the door matched neighboring units. Sourcing glass was difficult and perhaps glass from the existing door could be used.

Hannes explained a plat amendment would be necessary to relocate the three storage units/parking spaces and the amendment would require the approval of at least 67% of owners. Hannes agreed to check if the voting would be by mail or a special meeting and 67% of those responding or total owners. Al Fraser expressed concern about the water leaking from the pipes and dripping onto vehicles. Hannes said parts had been ordered and Timberline Mechanical would perform the work in the mechanical room as soon as possible. Hannes said he would reach out to a local attorney and start the process to amend the plat.

ACTION ITEM: Hannes to engage a local attorney for the Association.

The next meeting was scheduled for May 18, 2023 at 9 a.m. (MT).

The meeting adjourned at 10:36 a.m. (MT).

Respectfully submitted by,

Rob Harper,
Toad Property Management