

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION
MEETING OF THE EXECUTIVE BOARD
VIA ZOOM – 9:00 a.m. (Mountain Time)
THURSDAY, NOVEMBER 16, 2023**

BOARD MEMBERS Cathleen Jones
 Robin Holmes
 Larry Cornett
 Jason Leonard

MANAGEMENT PARTICIPATING
 Alex Summerfelt, Toad Property Management

OTHERS PARTICIPATING
 Travis Greenwood
 Al Fraser

Cathleen called the meeting to order at 9:06 a.m. (MT) and said there was a quorum.

Minutes of the September 21, 2023 and October 19, 2023 meetings would be discussed at the next meeting.

A draft 2024 Budget had been circulated to the Board prior to the meeting. Alex thanked Robin for her work on the Budget. Alex confirmed the Association had three separate insurance policies and Robin said \$33,000 would be sufficient to cover premiums during the year unless the insurance companies significantly increased premiums. Alex said other associations were seeing significant increases by the insurance companies and the State might introduce additional insurance coverage requirements in 2025 and Toad would continue to monitor that.

Larry made a motion to approve the 2024 Budget as presented. Cathleen seconded the motion and it was unanimously approved. Alex said the 2024 Budget would be circulated to owners with the annual meeting documents.

Jason said he would be willing to continue on the Board for an additional term. Alex agreed to email all owners and ask if any other owners wanted to volunteer for the seat on the Board. If there was more than one volunteer there would be a secret ballot at the annual meeting.

ACTION ITEM: Alex to email owners asking for volunteers to join the Board. Finalize annual meeting documents.

Alex said he had requested a change to the garbage collection schedule with Waste Management. Robin said Al Fraser would monitor the 6 yard dumpster and a Monday and Friday pick up might be sufficient with an additional pick up scheduled during holiday periods. Alex agreed to research the cost of a 4 yard dumpster compared to a 6

yard dumpster and also the cost of more frequent pickups. Larry said twice a week garbage collection during the Summer might need to be increased due to the warmer weather. It was agreed to continue to monitor the garbage collection needs and adjust as necessary.

ACTION ITEM: Alex to contact Waste Management.

Alex said the common area cleaning had improved and was scheduled for Tuesday, Thursday and Saturdays. Al confirmed the elevator looked good. Concern was expressed about reducing the cleaning schedule during the Winter months and it was agreed to continue to monitor the appearance of the lobby and elevator.

Alex said he was in contact with GCEA and Mt. Crested Butte Water & Sanitation District invoices as credits had been accruing on the accounts. Alex explained water uses did not usually exceed the minimum usage levels so invoices each month remained the same. Alex said he would get back to the Board with an update after GCEA responded.

ACTION ITEM: Alex to follow up with GCEA.

Alex explained work continued on the snowmelt and boilers. There were no glycol leaks and testing of the systems had gone well. Alex said a small gas leak was being dealt with by Controlled Hydronics. Gas had been shut down for a short time while the smell was being investigated and Alex confirmed two beer cans from the exhaust would be removed.

Alex agreed to check if batteries had been replaced in smoke and carbon monoxide detectors within units.

ACTION ITEM: Alex to check beer cans removed and confirm if batteries needed to be replaced in unit smoke/carbon monoxide detectors.

Travis Greenwood said the heat in his unit (209) was working better than it had but was still only getting into the 60s and not going to the 70s. Travis expressed concern about going into a third Winter with limited or no heat in parts of his unit. Alex said heat in the floor had been checked and Travis confirmed windows and vents had been checked to rule out cold air getting in. Alex explained the heat pipes for the unit would be purged. Jason said thermostat wiring, actuators and manifolds had been a problem in his unit and Alex confirmed some parts had been replaced and investigations would continue. Travis expressed concern that "as built" plans were not available for the building to assist with the investigation of the electrical and plumbing. Travis said the plumbing contractors were taking too long and expressed concern that he had not been receiving regular updates from Toad. Travis explained the unit would be occupied during November, December and January and stressed the heat issue needed to be resolved. It was agreed Unit 209 needed to be a priority and Alex said he would speak with Rob Harper at Toad and updates would be communicated on a more frequent level and contractors reminded of the urgency of the issue. Robin asked that the Board be promptly advised of ongoing

issues inside units so the Board would be aware what was happening and assist where possible.

ACTION ITEM: Alex/Toad to make Unit 209 heat resolution a priority.

Robin asked that a reminder be included in the annual meeting documents for owners to have water lines to appliances checked. Many units had original piping to appliances and those pipes could fail and cause water issues in neighboring or lower units.

Robin said the 2022 audit had been completed and Robin would share that audit report with the Board. Alex confirmed the audit report was available on the AppFolio board member software.

Robin said she was researching higher interest rate accounts for the Capital and Operating Funds. Robin agreed to contact Merrill Lynch to determine if there would be any fees associated with the higher interest accounts. Robin said she was researching Money Market accounts which were FDIC insured and paid 1% to 1.5% more interest than the CD options.

ACTION ITEM: Robin to contact Merrill Lynch regarding possible fees.

Alex said he would work on the annual meeting documents and circulate to the Board. Cathleen said she would make another review of the budget letter and send any amendments to Robin. Alex said he would prepare a Manager's Report.

Al Fraser said concern had been expressed about people wearing ski boots inside units and causing damage. It was generally agreed it would be extremely difficult to control and individual owners could enforce specific rules within their units but it would not be enforceable by the Association throughout the building and common areas.

The next meeting would be immediately after the annual meeting on December 1, 2023. Meetings after that would continue to be the third Thursday of each month at 9:00 a.m. (MT).

At 10:38 a.m. Larry made a motion to adjourn the meeting. Robin seconded the motion and it was unanimously approved.

Respectfully submitted by,

Rob Harper,
Toad Property Management