

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION  
MEETING OF THE EXECUTIVE BOARD  
VIA ZOOM – 9:00 am (Mountain Time)  
THURSDAY, NOVEMBER 17, 2022**

BOARD MEMBERS            Cathleen Jones  
                                     Robin Holmes  
                                     Larry Cornett  
                                     Tim Gibbons

OTHERS PARTICIPATING Pat Wilson

MANAGEMENT PARTICIPATING  
                                     Hannes Gehring, Toad Property Management

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

Tim made a motion to approve the minutes of the October 20, 2022 meeting as presented. Robin seconded the motion and it was unanimously approved.

Prior to the meeting Cathleen circulated a draft letter regarding insurance responsibility for individual unit owners. Once the Board completed a review of the letter it would be sent to all owners and discussed at the annual meeting. Cathleen said the Covenants did not specifically say owners must have insurance for their unit and it would be necessary to amend the Covenants to strengthen the wording. The Covenants did state owners would be held responsible for damage to other units. It was agreed to discuss at the annual meeting as some owners might not understand the level of insurance required on their unit. Insurance would be discussed at the January Board meeting.

Cathleen said moving the three storage lockers in the garage would require an Association vote to amend the Covenants and plat prior to the work being completed. At least 67% of owners would be required to approve the amendment. Hannes said Blue Dog Home Improvement had quoted \$18,846 to build the three storage lockers in another location in the parking garage. Hannes explained SGM, engineers, had expressed a willingness to review the mechanical room and provide some possible solutions to the drainage issues caused by the backflow preventer and any other issues in the mechanical room. Hannes confirmed all of the three boilers had been working well for the past few weeks. Hannes agreed to find out a potential cost for SGM to provide a report. Hannes confirmed the storage locker door for Al Fraser's storage unit had been repaired. The matter would be discussed at the January meeting when more information was available from SGM.

**ACTION ITEM: Hannes to follow up with SGM.**

Hannes agreed to email owners to ask for volunteers for a board seat and the vote would be taken at the annual meeting using the “chat” feature on Zoom.

**ACTION ITEM: Hannes to email owners for volunteers to join the Board.**

Hannes confirmed notice of the December 2, 2022 annual meeting would be sent out to all owners.

Robin said an amendment had been made to the line item for gas in the 2023 Budget approved at the previous meeting. Larry made a motion to adopt the 2023 Budget as amended. Tim seconded the motion and it was unanimously approved. The revised 2023 Budget would be included in the annual meeting documents.

Hannes said the snowmelt system had been working well although due to weather conditions the system had not been thoroughly tested on the third floor walkway.

Hannes said some units were experiencing issues with the operation of the sliding glass doors. Hannes explained the weather stripping appeared to be the problem and suggested ordering sufficient weather stripping for several units. Hannes confirmed Toad would be able to make the repairs to the glass sliding doors. Robin suggested weather stripping on entry doors and windows be checked at the same time as checking the weather stripping on the sliding glass doors. Hannes agreed to check the Eagle Window report as Eagle might have already inspected the window weather stripping and Hannes confirmed some work had already been performed on a couple of units. Pat Wilson asked if the fogging on a window in her unit had been dealt with. Hannes said the exhaust from the boiler had been redirected and Pat agreed to report back to the Board after spending some time in her unit during the December. It was agreed to discuss again at the January meeting.

**ACTION ITEM: Hannes to check the Eagle Window report.**

Cathleen said the next meeting would be a short Board meeting immediately after the December 2<sup>nd</sup> annual meeting. The date for the January annual meeting would be scheduled at the December meeting.

At 10:05 a.m. (MT) Larry made a motion to adjourn the meeting. Robin seconded the motion and it was unanimously approved.

Respectfully submitted by,

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Rob Harper,  
Toad Property Management