

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION
MEETING OF THE EXECUTIVE BOARD
VIA ZOOM – 10:35 a.m. (Mountain Time)
IMMEDIATELY AFTER THE ANNUAL MEETING
FRIDAY, DECEMBER 15, 2023**

BOARD MEMBERS Cathleen Jones
 Robin Holmes
 Larry Cornett
 Tim Gibbons

MANAGEMENT PARTICIPATING
 Alex Summerfelt, Toad Property Management

OTHERS PARTICIPATING
 Travis Greenwood
 Rick Matus
 Pat Wilson
 Marcia Lindsey

Cathleen called the meeting to order at 10:35 a.m. (MT) and said there was a quorum.

Larry made a motion to keep officers the same for 2024. Tim seconded the motion and it was unanimously approved. Officer roles would be as follows:

President	Cathleen Jones
Vice President	Larry Cornett
Secretary / Treasurer	Robin Holmes

Alex said the snowmelt boiler was operating the way it should and had been resolved at the right time. The heat third floor walkway was finally working well and there was no ice buildup in that area. Alex confirmed that upgrades to fans had reduced the gas smell on the outside of the building. Toad would monitor any ice build up on upper windows or sliding doors as a result of the steam from the snowmelt but hopefully the upgrade to the fans would also reduce that issue.

Alex said he was recently in Unit 209 and it appeared the in-floor heat was now working well. Accurate Insulation had made some tests in the closet area of one bedroom and the solution would be to install high density foam. Toad had identified weather stripping on some windows which required replacement as some heat was escaping. Work would be coordinated with the owner and any short term rentals. Toad had also provided some portable heaters until the work was completed. Travis Greenwood asked if insulation needed to be installed on the entire wall and not just the closet area. Travis expressed concern that the unit was still not reaching 70 degrees and portable heaters were not the solution. Travis said he was happy to go ahead with Accurate Insulation's proposal for

the closet wall. Travis thanked the Board and Alex for the work on investigating the issue.

ACTION ITEM: Accurate Insulation to work in Unit 209. Toad to have weather stripping replaced on some windows.

Robin said she had been asking for a contractor to inspect the stonework on the building to see if any areas needed to be grouted again and were letting in moisture. The stonework could be sealed after the inspection and the work could be scheduled for the Spring.

ACTION ITEM: Toad to schedule inspection of the stonework.

Alex said his office was now in the Plaza Building, not at the main Toad office on Elk Avenue, and owners were welcome to meet with him there.

Pat Wilson said she had a window which had bad fogging. Robin said there were five windows in the building with the issue and options were still being reviewed.

ACTION ITEM: Toad to continue to research window fogging.

Robin said two cars had been left in the garage and Alex said he had reached out to the owners concerned in the Summer and the Fall but no action had been taken. Alex agreed to reach out to the owners again and report back to the Board. It was generally agreed enforcement of Association rules and regulations had been made very difficult due to changes in Colorado law. Regular reminders of the rules would help to get owners to comply. The Board would review the existing rules and regulations and make necessary amendments at future meetings.

ACTION ITEM: Toad to reach out to owners with vehicles left in garage and to circulate Rules and Regulations.

Robin asked that the unit numbers be added next to the owner names on the annual meeting minutes.

Larry said the heat tape was not working on one of the downspouts on the third floor. Alex said the issue was being investigated by Toad and Blue Dog Home Improvement. Pat Wilson confirmed a crew was currently shoveling on the roof. Robin said snow from an area above the elevator did occasionally drop onto the third floor walkway and the pieces were too large to be quickly melted by the snowmelt. Alex said it was the plan to stay on top of the snow buildup on the roof to prevent future issues and efforts would be made to breakup any removed snow so that it could easily melt.

ACTION ITEM: Toad to continue to investigate issues with the heat tape on third floor downspouts.

At 11:20 a.m. Robin made a motion to adjourn the meeting. Tim seconded the motion and it was unanimously approved.

Respectfully submitted by,

Rob Harper,
Toad Property Management