

## MINUTES

Gateway Condominium Association Inc.  
Executive Board Meeting  
December 17, 2015 3:15 PM (Crested Butte Time)

In attendance:

- Board members:
  - John Gavras / [jdgavras@gmail.com](mailto:jdgavras@gmail.com)
  - Eileen Swartz / [leenonthescene@aol.com](mailto:leenonthescene@aol.com)
  - Jean Woloszko / [jean.woloszko@arthocare.com](mailto:jean.woloszko@arthocare.com)
  - Jennifer Hoeting/ [cb.gateway303@gmail.com](mailto:cb.gateway303@gmail.com)
  - Steve [Figlewski/sfiglews@stern.nyu.edu](mailto:Figlewski/sfiglews@stern.nyu.edu)
  
- Rob Harper, Toad Property Management

1. Call to order
2. Roll call and determination of quorum
3. Approval of Minutes of October 27, 2015: approved unanimously.
4. Financial Report: Rob gave us an overview of the financial report that he sent us. We are on track for the year.

A few notes:

John asked about the cable expense: won't we be over budget? Rob: probably, but it shouldn't be by much. Last 2 bills were ~\$550/month. Some of the first bills were catch-up because CBMR wasn't paying our bills on time.

Accounting fees: John: we are almost at max. Should we expect more fees? Rob: Audit was \$2300 so that is the

Elevator: Jean: expenses for elevator are higher than what we had planned. A few years ago we paid a lot to fix the elevator. Why do we still have high maintenance fees? Rob: Toad (Rob) has been called twice over weekends because the elevator wasn't working then he had a repairman come and look at it.

Action item: Rob will check documentation from CBMR to find out when the elevator repairs were done and will also call the elevator repair person to see if there is any info or warranty on the replacement we did. He will report to John.

Unanimous vote to accept the financials.

5. Insurance update/possible action  
Bids from 3 companies:
  - All State bid: \$11,854/year + umbrella ~ \$1000

- Community Association Underwriters (CAU): current bid \$8399 + umbrella ~\$1000 . They will guarantee replacement cost including bringing the building up to code. Deductible about \$5000 (negotiations are still ongoing)
- Travelers didn't want to bid.
- Insurance will cover HOA, not owners or management company.
  - Example 1: Would Eileen's leak last year have been covered under the new policy? In retrospect, HOA should probably have gone after management company on that because they didn't clear out the drains (on the roof?) which lead to the leak into Eileen's condo.
  - Example 2: Unit 102's faucet was leaking. There was damage in 101 and 102. Unit 102 is paying for all of the repairs (not the HOA or the management company).
- Umbrella coverage: John isn't sure on the amount of coverage. He'll get back to us. Eileen expects it to be about \$10 million given the price.
- Action item: John will continue to discuss things with CAU and will send us bid for the board's approval.

#### 6. Gateway Owners directory

We need an updated directory for our owners and management company. We will update this at every annual meeting.

Action item: John or Rob will send everyone an email to get this information if they don't have it. John will follow up to make sure they get the info from everyone.

#### 7. CBMR communications

We have received a two page letter from CBMR dated Nov 25, 2015 related to unit #300. CBMR enclosed a statement that gives detailed expenses for April and May, 2015. CBMR's employee was out of unit 300 by May 1 but CBMR claims that CBMR paid Gateway HOA for May 2015. Lease was for Nov 1, 2014 – April 30, 2015.

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After a long discussion Rob looked up the accounting. The Quickbooks accounting info that CBMR sent to Toad shows rental income credit on our account from Nov \$440, Dec \$440, Jan \$440, Feb \$440, March \$615 (maybe was the \$35 extra for the 5 months), April \$440, May \$440. So it looks like they did pay one extra month.

Bottom line: send them a check for \$440 and then we'll be done with it.

#### 8. Gateway windows update/discussion

- Rob: what is the next step? He has the contractor, bids, and a list of who hasn't done it.
- Jennifer, John, Eileen are all interested in replacing the windows. Some other owners may also want to join it.
- John has ideas about how to negotiate a group discount.

- Action item: Rob will draft a letter with John to send to all the owners that haven't

9. **Unscheduled business**

Eileen: we need new exterior doors as they look terrible. We'll defer this issue until the next meeting. Who pays (HOA or owners)?

10. **Next Board meeting date**

- February 18, 2016; 3:15 MT
- April 21, 2016; 3:15 MT
- June 16, 2016; 3:15 MT
- August 18, 2016; 3:15 MT
- October 20, 2016; 3:15 MT
- December 15, 2016; 3:15 MT

11. **Adjourned at 4:25 pm.**