

**SNOWFALL POINT CONDOMINIUMS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, SEPTEMBER 28, 2017 9:00 A.M.
318 ELK AVENUE, SUITE 24**

Board Members Present: Ray Sprague
 Cary Couch
 Matt Gutter

Association Manager: Rob Harper, Toad Property Management, Inc.

By Phone: Rob Boyle, Manager for the Villas

Rob called the meeting to order at 9:05 am.

Rob said Mason Construction would be doing the snow removal with Toad doing clean up when necessary. Rob suggested the Board meet with Mason Construction on-site to finalize the required snow removal procedures. Rob agreed to set up the meeting and email date and time to the Board.

After discussion it was agreed to install a sign stating:
48 hour guest parking
No parking during snow events
Violators towed at owner's expense

It was agreed parking had not been a problem recently and Rob agreed to circulate a note, in November, to all owners reminding them of winter parking regulations.

Rob Boyle joined the meeting and explained the black pipe on the hillside was just a regular perforated perimeter foundation drain that had been there for several years. Rob explained the drain was installed to meet building code and he did not think any water came out of it. It was agreed to keep an eye on the drain and address it further if water was a problem. Rob Boyle said he would be meeting with an engineer and the Building Inspector to discuss the abandoned project at Andesite Point. Rob Boyle left the meeting.

Ray expressed concern about potential run-off from a patch of ground with little or no vegetation behind the buildings. Rob agreed to obtain an estimate for hydroseeding approximately 400sq.ft. of bare ground.

Ray explained the history of property checks on unoccupied units and said it had been set up to try to reduce association liability in case of water damage in a unit. Matt said property checks at other buildings was an individual owner expense and many Snowfall Point owners were already reducing liability by shutting water off when they were going to be away from the unit for several weeks or months. Ray made a motion to discontinue the association walk throughs of unoccupied units. Matt seconded the motion and it was unanimously approved. Rob agreed to draft a letter to owners informing them that walk throughs would no longer be performed by Toad on behalf of the association. Owners could hire Toad or another property management company to provide the service and be

invoiced directly. Owners would be encouraged to turn water off in their unit if they were going to be away for an extended period of time.

Ray said it was important that owners educate their tenants of the rules and regulations, especially those relating to heat and water shut off. It was agreed the Board would continue discussion about tenant regulations at the next meeting.

Ray made a motion to adjourn the meeting at 10:06 am. Matt seconded the motion and it was unanimously approved.

Prepared by Rob Harper
Toad Property Management, Inc.