

**BLACK BEAR LODGE CONDOMINIUM ASSOCIATION  
MEETING OF THE EXECUTIVE BOARD  
VIA ZOOM – 9:00 am (Mountain Time)  
THURSDAY, NOVEMBER 18, 2021**

BOARD MEMBERS            Cathleen Jones  
                                     Robin Holmes

MANAGEMENT PARTICIPATING  
                                     Rob Harper, Toad Property Management  
                                     Hannes Gehring, Toad Property Management

Cathleen called the meeting to order at 9:04 a.m. (MT). In the absence of a quorum, it was decided to continue the meeting in an informational format.

Hannes gave updates on the maintenance punch list. Hannes confirmed that the roof tiles had been installed. Hannes said that Trapper of Davidson Wildlife Services had completed the critter inspection and would be spraying monthly going forward.

Hannes said that Toad had received a bid of approximately \$16,000 for repainting the entire third floor deck. Rob said that, of that \$16,000 bid, \$6,755 would be the cost for repainting from the joint line by 303 to joint line by 306 where the paint damage from the heat mats had occurred, and \$9,244 would be the cost for repainting the remainder of the deck.

Hannes said that Toad was still pursuing a bid from High Country Carpet and Tile for replacing the tile in the elevator. Hannes said that Pete Oeflein from Blue Dog Home Improvement had not been available to complete the window inspection, and Toad was reaching out to other contractors for bids.

Hannes said that some maintenance items had been deferred until spring, including tuck pointing, pink grout, the window inspection, and the Landscaping Plan that Robin and Melissa from Alpine Landscapes were working on developing.

Hannes said that the seals in the snowmelt system were being replaced that day.

There was some discussion of whether or not the heat mats should be utilized this winter season, as they had caused damage to the paint in the previous year. Robin suggested that their use be limited to the area directly in front of the elevator, which often became slippery in the winter. Rob said that Toad would try to utilize fewer mats in a smaller area to determine whether it was possible to use the mats without damaging the paint.

There was a discussion of late fees. It was agreed to table the discussion until the Board Meeting immediately following the Annual Meeting.

Hannes said that the Maintenance Team had cleaned and reopened the hot tub for the season on November 17.

Rob said that the Maintenance Team could spray soapy water on the joints of the grill's gas lines to check for leaks.

**Action Item: Toad's Maintenance Team to check the grill's gas lines for leaks.**

Hannes said that the internet appeared to be working well, and Toad had not been made aware of any issues with internet quality.

There was some discussion of the homeowner directory. Rob explained that it was necessary to get permission from every homeowner to include them in the directory. Cathleen said that, in the past, some homeowners had been very opposed to being included. It was generally agreed to stop pursuing the idea of a directory. Rob said that Toad was able to make the unit directory available to Board Members, and Board Members could choose to make their email addresses available to the HOA.

**Action Item: Hannes to send the Black Bear unit directory to Robin.**

Hannes said that it was on the Maintenance Team's list to pick up and install signage for the recycling area.

Hannes said that he would try to find out more information about the planned use for the empty lot south of Black Bear.

**Action Item: Hannes to research any available information about the vacant lot south of Black bear.**

Cathleen asked that the entire Board be able to review any correspondence explaining the changes to the 2022 Budget before it went out to HOA members. Robin said that she was preparing an email to one homeowner who had written in with questions about the 2022 Budget and would send it around to the Board shortly. Robin said that she would like to use her response to this individual homeowner as the basis for a letter to the entire HOA, which would hopefully answer some questions in advance of the Annual Meeting. Robin said she would share that letter with the Board as well.

**Action Item: Robin to circulate her correspondence regarding the 2022 Budget to the Board.**

The next Board Meeting would be held directly following the Annual Meeting on Friday, December 3, 2021 at 10 a.m. (MT). Cathleen noted that there would be a need to approve the minutes for the October 28 and November 18, 2021 meetings at that time.

Cathleen adjourned the meeting at 9:46 a.m. (MT).

Respectfully submitted by,

---

Rob Harper,  
Toad Property Management