

PLAZA at WOODCREEK CONDOMINIUM ASSOCIATION

Plaza HOA Board Meeting

Thursday, January 21, 202 4:00 PM - 5:00 PM (MDT) - GoToMeeting

Minutes

Attendance: The following Directors were present and acting:

Marjorie Locker	Vice President	Term expires 2022
Randy Utz	Treasurer	Term expires 2023
David Elfenbein	Board Member	Term expires 2021
Diane Dunaway	Board Member	Term expires 2021
Thor Hoppess	President	Term expires 2023

The following board member were not in attendance:

The following Owners were in attendance:

Mary Mannix Decker - #434

CBMR

Seth Tucker	Community Association Manager
Bill MacFarlane	Senior Director of Lodging
Jill Higgins	General Manager
Jared Martin	Assistant Property Manager (Vacation Rentals)
Kat Loughan	Front Office Manager
Jason Fries	Senior Building Maintenance Manager
Jared Kirby	Building Maintenance Manager
Joni Matzinger	Administrative Assistant

Call meeting to order and establish a quorum

- Thor Hoppess called the meeting to order at 4:03pm and quorum established.

Approval of Past Meeting Minutes

- October 6, 2020

Motion – Marjorie Locker motions to approve October 6, 2020 meeting minutes.

Second – Thor Hoppess seconds

Vote – 5-0

Resolution – Passes Unanimously

Manager Financial and Capital Report

- Reserve Study – This has been reviewed and the second draft was sent to the board for their review.

- FY2022 Budget is being worked on and the plan is to have this to the board by end March 1st.
- Grills – Mt. CB has been reminded CBMR about the current Fire Code. Large 20lb propane grills are not allowed on balconies, but smaller electric or 11lb propane are. CBMR Properties will send out communication to all owners who are not compliant and provide options.
 - David Elfenbein inquired about an outdoor kitchen using capital funds.
- Hot Tub – The wood in the indoor hot tub room is failing and CBMR Properties will get a bid and present to the board.
- Budget Discussion - Seth is seeking Board input on building the budget.
 - Randy noted that a meeting in February might be beneficial when Mary Decker is in town and Seth will assist with how the draft budget is created.
 - Thor asked for a flat to last year budget as a starting point.

Old Business

- David Elfenbein would prefer a summary of the 90-page Reserve Study.
 - Seth noted that the study was reviewed and recommendations are made based off the study by the CBMR Engineering team.
 - Randy Utz asked who was with the Reserve Study folks when they did their assessment.
 - CBMR Properties walked the property with the reserve study.
 - Randy asked to take a tour with Jason and Jared to review the reserve study.
- PBX System
 - Seth detailed that that the contract was signed and also noted that when the company is done at the Grand Lodge, the Plaza will be next which is hopefully mid-February.

New Business

- Maintenance Updates - Jared K. noted that no major projects are occurring on-site. The team is currently working on unit preventative maintenance.
- February Incident - Seth does not have an update and will pass along the last communication with the attorney to the Board.
- HVM Door Locks - Jason Fries noted that CBMR is waiting on several projects and they have not been responsive. Jason will continue to contact them. If that doesn't work out, maintenance will review options for buying somewhere else.
- Security System Upgrade Project - Jason noted that the server for the security system is old and not working very well. Engineering is trying have a new system that is individual for the Plaza and not on the CBMR system.
 - Seth noted that other locations can be identified and look into upgrading the existing cameras.
 - Randy and Jason will work on dialing in the bid.
- Roof Leak - PZ433 has a ceiling leak. Roof is directly above and the contractors will be coming out to shovel and identify the leak and repair it.

Establish Next Meeting Dates

Motion – David Elfenbein motions to set the next meeting date for March 23, 2021 4pm MST

Second – Thor Hoppess seconds

Vote – 5-0

Resolution – Passes Unanimously

- Annual meeting: Friday, August 6, 2021 @ 9:30am Mountain Time

Adjournment

Motion – David Elfenbein motions to adjourn.

Second – Randy Utz seconds

Vote – 5-0

Resolution – Passes Unanimously

Meeting adjourned at 5:02 pm.

DRAFT