

PLAZA at WOODCREEK CONDOMINIUM ASSOCIATION

Plaza HOA Board Meeting

Tuesday, November 16, 2021 4:00 PM - 5:00 PM (MDT) - GoToMeeting

Minutes

The following Directors were present and acting:

Thor Hoppess	President	Term expires 2023
Marjorie Locker	Vice President	Term expires 2022
David Elfenbein	Board Member	Term expires 2021
Diane Dunaway	Board Member	Term expires 2021
Mary Mannix-Decker	Treasurer	Term expires 2024

CBMR

Bill MacFarlane	Senior Director of Lodging
Jill Higgins	General Manager
Kat Loughan	Property Manager
Jared Martin	Assistant Property Manager (Vacation Rentals)
Jason Fries	Senior Building Maintenance Manager
Dawson Stucki	Asst. Maintenance Manager

Call meeting to order and establish a quorum

- Thor Hoppess called the meeting to order at 4:01pm and a quorum was established.

Approval of Past Meeting Minutes

- June 15, 2021

Motion – Mary Mannix-Decker motions to approve June 15, 2021 meeting minutes.

Second – Marjorie Locker seconds.

Vote – 3-0

Resolution – Motion passes unanimously.

Manager Financial (as of October 31, 2021) and Capital Report – (See attached in meeting packet)

- Mary noted that there is still some clean-up to do on the first month of the FY.
- Kat commented on several variances. Some due to timing and allocation issues.
- Awaiting on clarification from Jared Kirby on the overages for “Firewood Expense”.
- **Mary noted that Income statement for YTD is different than the other summary statement for financials.**
- Thor inquired if Vail Resorts is working on focusing on the Plaza’s HOA accounting more to eliminate errors.

- **Action Item:** Bill is working on getting bids to outsource the HOA accounting to another firm.
- **Action Item:** Move expenses from annual meeting catering costs to meeting expense line.

Old Business

- Outdoor Grills
 - The Board would like to move forward with a pre-fabricated grill idea. Board is running into supply/delivery issues to CB.
 - The Board will explore options to ship to a residential location and explore options for storing then transporting it to CB.
 - **Action Item:** Kat will research owners in Denver area to see if they would be ok with storing the grill until it can be picked up. If not possible, other solutions will be researched.
- Drain Issue in PZ31
 - Owners have not been in-town for a while.
 - CBMR maintenance team is trying to find a contractor for the work.
- Vail Accounting
 - As noted earlier, CBMR is working on getting bids to outsource the accounting to another firm.
 - Audit Issues mentioned in the Manager Report
 - Lack of details on invoices.
- Capital Projects
 - Hot tubs: Dawson noted that the 1st floor is ventilated and ready to go. The team received the parts needed for the 3rd floor tub. Both will be ready for the start of the winter season
 - Saunas: Dawson noted that both are working consistently when he looks. He will add this to the maintenance daily checklist to be sure.
 - Door Locks: Jason believes 1st round was ordered and paid-for. He believes Jared Kirby ordered the 2nd round. Jason will follow-up to be sure. Will have an update by end of week.
 - **Action Item:** On Kat's walk-throughs she will check door locks and other items that aren't allowed.
- Security Cameras
 - The bare minimum is \$6,000 to get the system off of CBMR's system. Bill noted that 12/31 is the date the CBMR system will no longer be able to cover Plaza's recordings. Jason noted that there is nothing requiring the HOA to have cameras, etc.
 - Dave inquired about having the cameras run to a computer behind the front desk. Jason noted that memory might be an issue.
 - **Action Item:** Jason/maintenance can reach out HVM or other companies to see if there is a solution for this.

New Business

- Diane's meeting w/ Kat and Jill

- Repair costs: Diane noted that owners feel like costs are arbitrary. Diane wants a schedule of repair costs posted somewhere. Wants more transparency.
- Jared and Jill noted that owners can reach out to receive copy of their RMA's which include fee schedules, and can inquire about any work orders they are questioning. Jared also noted that CBMR reviews statements each month for errors and correct when needed.
- Iron Horse: Marjorie continues to work with Iron Horse on their marketing and website, etc. They are opening next week.

Establish Next Meeting Dates

- Establish dates for 2022 BOD Meetings
- Boards like to have meetings on Tuesdays moving forward.
- **Action Item: Adjust dates below for Tuesdays only.**
 - January 20, 2022, 4-5:30pm
 - March 23, 2022, 4-5:30pm – Budget Meeting for Board (Board would like draft budget prior to this meeting).
 - June 15, 2022, 4-5:30pm
 - November 16, 2022, 4-5:30pm
 - Annual Meeting date will be tabled for now until budget timing is sorted out.

Adjournment

Motion – Thor Hoppess motions to adjourn.

Second – David Elfenbein seconds

Vote – 4-0 (Mary left meeting early).

Resolution – Passes Unanimously

Meeting adjourned at 5:32pm MDT