

**GRAND LODGE RESORT (WEST) HOMEOWNER'S ASSOCIATION**  
Board of Directors Meeting - March 24, 2020 - 4PM – 6PM MST - Gotomeeting.com

**Meeting Minutes**

**Board of Directors**

Dave Robson	President	Term 2017 - 2020
Bryce Miller	Board Member	Term 2019 - 2022
Joel Benisch	Treasurer/ Secretary	Term 2017 - 2020
Salih Varoglu	Board Member	Term 2019 - 2022
Elizabeth Frith	Board Member	Term 2017 - 2021

**Absent**

Bryce Miller	Board Member	Term 2019 – 2022
--------------	--------------	------------------

**CBMR**

Heather Leonard	General Manager
Jason Fries	Senior Building Manager
Bill MacFarlane	Senior Director of Lodging
Seth Tucker	Property Manager

**Owner**

No owners in attendance.

**Call meeting to order and establish quorum**

Dave Robson called the meeting to order at 4:05 and established a quorum.

**Approve meeting minutes**

a) January 7, 2020

**Motion** – Dave Robson made a motion to approve January 7, 2020 meeting minutes as is.

Second – Salih Varoglu

Vote – 3 in favor. Joel Benisch was absent for this vote.

**Resolution** – Motion passes unanimously.

**Manager, Financial and Capital Report**

- Seth Tucker reviewed the highlights of the manager, financial and capital reports.  
COVID 19 – all short-term rentals have been suspended until April 8<sup>th</sup>. We've had no indication of this going shorter or longer. Hot tub pool and patches have held. Capital projects – fitness center equipment; waiting on a few smaller items still pending.  
DirecTV – issue with contract and with Allbright because they want one bill and one contract. This has been quite a bit of work to coordinate. We were close to finalizing just as the COVID19 crises came up. Onity locks – satin brass with toledo levers has

been processed, but we are at a bit of a standstill because they have to have an installer come out to install. The product has been ordered; we are waiting on confirmation as to when we can host them as guests. Pool furniture – see new business. Lobby furniture – GLE and GLW boards are in a difference of opinion on how to proceed. GLE would like a more comprehensive plan, which is different from GLW. We had to reschedule the GL president conversation, which has contributed to delaying the project. Public phone system – this has been discussed, and Seth included quotes in the meeting packet. Deadline is November, but we hope to have input from the board prior to that. Budget variances – Seth invited questions from the board.

- Elizabeth stated that she did not think that piece-mealing the lobby furniture was a good plan and asked the board to consider this direction.
- Seth reminded the GLW that the board did not want any drastic changes; replace as needed.
- Dave – GLW directive was to only replace what's broken.
- Consensus was to look at what was broken and how it can be replaced. Seth asked for feedback on whether items that are worn out should be replaced. Dave didn't want this to be an avenue or an escape route to get things done. Consensus was to table the conversation until we know if we will be open or not.

**Motion** – Dave Robson made a motion to suspend the special assessment and all capital projects except the RFID door locks

Second – Salih Varoglu

Vote – 4 in favor.

**Resolution** – Motion passes unanimously.

- Jason is trying to get exemptions from the county to be able to have staff come in and do these projects.
- Seth asked for clarification on the west elevator door operators and whether this project goes forward or not. Jason said we have been discussing this for a while. We could postpone this until fall if we need to, though. Consensus was to bump this out to fall, if at all possible.
- Salih raised a question on the pool furniture budget amount. Seth to check to be sure the numbers. Consensus was to hold off on pool furniture until we know that we're opening. Dave asked for lead time; Seth to confirm that it is 30 days from order to delivery.
- Salih asked for a special meeting once we know if and when we are opening.
- Aging / HOA accounts – Seth sending out collection letters. Some repeat offenders are the units on the market.

**Action Item** – CBMR Properties to review collection policy and send letters to all over 60 days followed by a phone call and then collections.

- Budget variances – Dave asked about trash being so far over. Waste management double billed for the trash compactor. This was an accounting error. Dave asked for general maintenance supplies; accounting team is working on allocating things that were purchased at the end of last fiscal year but that went into this year. They were waiting until after the audit to move it. Jason to follow back up with accounting to make sure that it's moved.
- Elizabeth asked what fire and low temp monitor consists of. Jason stated that this consists of them coming in and testing the fire alarm panel, reviewing fire extinguishers throughout the year. Elizabeth brought up an incident that happened in December where a guest burned something in a unit. Jason told her that, if there isn't smoke, then the alarm in the building will not go out.
- Elizabeth asked about a report on the warranty on the roof and whether this had been received.
- Jason has been working with the contractor on this, but he has not been cooperative.
- Elizabeth asked if we could keep this pending issue on an action item list. Dave asked if legal action should be considered.

**Action Item** – Jason Fries to reach out to contractor and let them know that board is considering legal action.

#### Old Business

##### a) Designer update

- Dave forwarded the Sefra's most recent communication to everyone.
- Board consensus was to push this to work session to discuss.

**Action Item** - The board will review document sent by Sefra and schedule mid-April work session.

#### New Business

##### a) STR Ordinance and Legal Update

- Dave Robson and Salih Varoglu presented info on the dispute regarding the STR ordinance. Town is proceeding like normal. Salih asked that the board make a decision on how to direct the attorney to move forward. Salih is reaching out to the Plaza HOA board president and to the ownership at the Lodge at Mountaineer Square.
- Consensus was to have Marcus reach out to the town attorney. If this does not open a conversation, have a representative attend a council meeting and confirm that the council has seen the letter and ask them how they will be responding to the letter.
- Joel suggested that the next action should include a timeframe for response and lack of response will result in no choice but to file with the court for a temporary injunction.

**Action Item** - Salih to reach out to Marcus to set up a phone conversation; if this goes nowhere, have Marcus send a letter with a timeframe for response.

b) Covid-19 Update

- Seth reviewed the numbers, ordinances, etc. We closed all operations on March 17<sup>th</sup>. Public health team has considered this a success. The building has been closed. We have reduced front office staff to bare minimum of 9am – 5pm Monday thru Friday. Maintenance team has been put on standby to ensure all proper maintenance checks are being done. Pool and fitness centers are closed. We are working to schedule deep cleans.
- Joel requested that budget be adjusted by the amount that front desk salaries have gone down and dues be reduced. Bill stated that this would require a revision of the budget. The typical way to handle this would be to follow protocol outlined by the declarations. We bill the HOA on a monthly basis for labor for front desk and housekeeping.
- Current building costs saving enacted to date by property management - boilers turned down; common lighting turned off; refrigerators shut down; heat in units shut down.

c) Reserve study bid review

- Seth sent the board two bids for reserve studies: SBSA - \$9,500 and Borne Consulting at \$3,500. These amounts would be split among all HOAs.
- A good reserve study would help budget and planning as we have meetings scheduled for August.
- Bill said it is not required now, but there is a bill in the house that would require reserve studies. This would take fiduciary responsibility off of the board.
- Dave asked where we received info from Borne, given that their prices were so low. Bill said that they've done work for him in his previous role. He has also worked with SDSA.

**Action Item** – Bill and Seth to do a comparison of bids side by side to see if there are reasons why bids are so different.

- Joel said we must be clear with whomever we choose to complete this study that we need two pieces of information: 1. number of years remaining in expected life of that asset; and 2. the anticipated cost of repair at the time that it reaches the end of its useful life.
- Board consensus was to continue working on this project and if bids are apples to apples, go with lower bid.

d) Capital Project Review

- See above.

e) Phone System

- Seth reviewed the three bids. CBMR IT team did not have a firm recommendation on which direction to go as we have not worked with any of these teams. There have been differences between Peak and Tuck. We can go into further discussion during the next round of meetings in August. The IT team feels that the phone system has reached end of life because technology has changed and so much and the system is old. Seth pointed out that we did seek references for these bids and Tuck is servicing a property in Gunnison.

- Joel questioned if the existing wiring would be able to work with the new system, since this would be going from analog to digital.
- Bill stated that most companies did not look at cloud based because they felt it would not be stable enough in Crested Butte. He also stated that he has worked with Peak at other resorts Summit / Eagle County.

**Action Item** – CBMR Properties will seek pricing on replacement of phones in the units.

- This item to be on the June conversation for further discussion.
- f) Board discussed Robert Artale's letter requesting suspension of dues and special assessment.

**Motion** – Joel Benisch motioned that the HOA suspend billing and collection of Q3 and Q4 special assessments for the carpet and paint project.

Second – Salih Varoglu  
Vote – 4 in favor – 0 opposed

**Resolution** – Motion pass unanimously.

**Action Item** – Dave Robson to put together communication to go out to homeowners with clear information that this is a temporary suspension.

#### Set FY 20 Meeting Dates

- a) Wednesday June 24, 2020
- b) August FY 21 Budget Review (Suggested date – 8.11.2020)
- c) August FY 21 Budget Approval (Suggested date – 8.25.2020)
- d) Annual Meeting Friday October 16, 2020 at 1:00pm MT

#### Adjourn

**Motion** – Dave made a motion to adjourn at 5:46pm.

Second – Salih Varoglu  
Vote – 3 in favor – X opposed

**Resolution** – Motion passes unanimously.