

**GRAND LODGE WEST  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 11, 2025  
CRESTED BUTTE & VIA ZOOM  
3:00 P.M. (MT)**

Board Members Present:     Scott Dobias  
                                       Dave Robson  
                                       Zeph Fogerson  
                                       Tom Sturdivant

Board Member Not Present: Salih Varoglu

General Members Present:   James & Rachel Nagl, Unit 361  
                                       Martin Frith, Unit 561  
                                       Ann Leigh Phillips, Unit 365  
                                       Andrew Donlon, Unit 353  
                                       Amy Guthrie, Unit 275  
                                       Todd Lustgarten, Unit 575  
                                       Jacqueline Gardner, Unit 263  
                                       Adrienne Roth, Unit 580

Management Company:     Alex Summerfelt, Toad Property Management

At 3:04 p.m. Scott called the meeting to order. Alex confirmed there was a quorum and notice of the meeting had been sent to all owners on Wednesday, June 4th.

Alex gave a brief Management Report. Alex explained the Fire Safety Project was progressing and after Toad had taken over management on April 10<sup>th</sup> a lot of maintenance projects had been undertaken while the building was empty. New carpet on the 1<sup>st</sup> Floor had just been installed and photographs sent to the Board. Mountain Surfaces had been easy to work with and the quality of the work was great. The Board had engaged a Designer and improvements would start on the first floor and then move through the remaining floors. Stainless steel corner runners were being installed in some locations to reduce damage from luggage carts and ski equipment. Work was underway on the East stairwell with new metal runners installed and concrete being poured in the next couple of days. New, improved, internet service would be available soon throughout the building and the Association's legal counsel was currently reviewing the Contract. Improvements to reach the maximum agreed speed would take a month or two but the initial upgrade could be available as soon as the Contract was signed.

Zeph and the Board thanked Toad for their hard work and said there had been a lot of improvements during the past month.

There would be another meeting to discuss the financial report. In the future Quarterly Financial Reports would be provided in the Owner portal in the AppFolio software. Alex encouraged owners to utilize AppFolio and said Work Orders could be sent via AppFolio. Alex explained Toad focused on the common areas of the building but owners could request work in individual units and if possible Toad would assist and invoice the owner directly.

Alex said immediately prior to the meeting he had met with the Fire & Safety Project contractor and the Fire Department. The building would not be able to open until Friday, June 20<sup>th</sup> as final inspections, including electrical, were required. Alex said he would be notifying all owners and short term rental managers with the latest update. Work would be completely finished in all areas by the beginning of July. Alex said Summit had been working hard to get all the electrical work completed.

Alex confirmed a new back door had been installed.

Alex explained a letter would be sent to all owners and short term rental managers with information about parking passes. Short term rental guests would no longer be able to pick up parking passes at a front desk. Toad would be monitoring parking within the lot and checking for passes.

Alex explained Vail had walled off the front desk and would have an office space for their guest arrivals. Removing the drop ceiling in that space had triggered the need for permits from Town and additional inspections by the Fire Department. Toad would be utilizing the former General Manager's office in the lobby area.

Pin pad entry systems were being installed on all common area doors. Owners and short term rental managers would be receiving a letter setting out the new way guests and owners would use the building and entry codes. Individual unit owners had been notified of the type of lock to install on their unit door. Alex stressed the need for all unit entry keys to be provided to Toad so that a Master Pinning Chart could be produced and the Fire Department would have access to a Master Key for the building.

Alex explained the two Boards had agreed to reduce the short term rental fee from \$20 to \$15. Zeph made a motion to amend the policy from \$20 per night to a \$15 per night fee, owners did not have to pay the \$15 per night fee for the first 30 days of use and long term rentals were not subject to the rental fee. Nightly stay reports must be submitted by the 10<sup>th</sup> of each month to Toad using a dedicated email address. Scott seconded the motion and it was approved by four board members with one abstaining.

Martin Frith questioned the authority of the Board to apply different charges to owners. Scott explained the Association's attorney had stated the \$15 per night fee was a guest service fee and could be applied. The Board supported the creation of more community housing, allowing owners to utilize their unit for personal use and to lower the operating dues in the future for the

entire Association. Alex explained all owners were being treated equally and owners could decide how they wanted to use their unit.

Zeph made a motion for AKW Accounting, the Toad accounting team, to have access to the Association's bank accounts to transact Association business. Scott seconded the motion and the motion was approved by four board members with one abstaining.

Zeph made a motion for AKW Accounting, the Toad accounting team, to have the ability to transfer funds between the Association's bank accounts. Tom seconded the motion and the motion was approved by four board members with one abstaining.

Alex said he had been working with Home-Key Lock & Safe LLC and a report had been provided. Alex explained a lot of work was required on the common area doors to provide the pin pad access and correct deferred maintenance. An estimate for the essential work of \$4,951.49 had been provided by Home-Key. Dave made a motion to accept the Home-Key Lock & Safe LLC estimate of \$4,951.49 and have the work completed as soon as possible. Zeph seconded the motion and it was approved by four board members with one abstaining.

Alex explained a Commercial Usage Agreement had recently been circulated to the Board and suggested a discussion of the Agreement with approval at a future meeting or via email. Zeph said Vail had been very difficult to work with and slow to vacate spaces covered by the Usage Agreement. Vail had stated bike storage would only be available to their guests. The Board had considered constructing bike/ski storage but that would not be in place for the Summer. Butte & Co did provide bike storage. The Association's legal counsel would need to review the Usage Agreement and the Board would continue to discuss and attempts would be made to reach a resolution.

Alex said a Toad representative would be onsite. The exact hours had not been determined and the Board would continue to discuss. Alex explained initially Alexandra would be at the building Friday, Saturday and Sunday.

A Master Key System was essential for the building. Owners, except CBMR rental guests, needed to provide the hard keys for their unit lock so the key could be put onto a Master System. Alex said he would be reaching out to owners or short term rental managers who had not yet provided a key to him. The Fire Department would have easy access to the master keys in case of emergency. Alex said as a backup there would also be emergency codes assigned to individual units. Alex said he would be reaching out to owners or short term rental managers to notify them of the emergency code assigned to their unit.

Alex explained a separate internet account needed to be used to change passcodes on unit door locks. Alex provided the name and password for that specific account. Guest internet passwords would be changed periodically but the information for the door locks would remain the same. All information would be part of the letter to owners and short term rental managers.

Alex encouraged owners or board members to reach out to him with questions. Information was posted on the Toad website: [toadpropertymanagement.com](http://toadpropertymanagement.com) under the Grand Lodge West tab.

No Executive Session was required.

Future board meetings were scheduled for the third Wednesday of every third month at 3 p.m. (MT) with the next meeting in September.

At 4:04 p.m. Dave made a motion to adjourn the meeting. Zeph seconded the motion and it was approved by four board members with one abstaining.

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Prepared by Rob Harper, Toad Property Management