SMC Board Conference Call
August 8th, 2018 4-5 pm MDT (5-6 pm CDT, 6-7 pm EDT)
AGENDA and MEETING NOTES

Roll Call: Kirk Samsel, Greer Fox, Chris Madigan; Mike Mitchell and Kristin Ericson unavailable
MMM: Stan Stokes, Steve Frischmann

In the absence of the President Mike Mitchell, VP Kirk Samsel chaired the meeting.

1a. Resolution of E1 Nami Kasemi renovation start date.
After discussion and consideration of different options, Board decided there the rules and regulations restricting remodels to off-seasons must pertain. Specifically, E1 must refrain from the approved remodel until the day after Labor Day, which is considered the start of the fall off-season.

1b. *Chris Madigan indicated that the "trial window" (a window installation in his unit that will provide insight into the extensiveness of siding removal and replacement and color scheme) will follow these guidelines as well, and not begin until the fall off-season. If complete by the date of the on-site Board meeting, the Board is invited to inspect the work.*

2. Outcome of aging accounts contacts by Kristin.
Kristin was not able to be on the call to make a report of her attempts to contact several owners with 90+ days in arrears on quarterly assessments. Stan reported that the situation had not changed appreciably. The "usual" tardy owners are still tardy. Interest charges will be applied as per rules and regs.
Any additional problems?
Brief Board discussion of standard practice re accounts in arrears. SOP, in addition to interest charges, is for Treasurer to make a personal phone call if possible to assess situation, work out payment plan if appropriate, etc. Failing that, a letter is sent from the HOA counsel re placing a lien on unit until assessments are made good.

3. Report, decision re aspen tree plantings behind upper buildings this fall.
With assurance from MM that drip lines can be run to each tree clump, Board enthusiastically approved plan for 19 additional aspen clumps approximately 5-6 feet up the slope above the boulder wall. Greer asked re replacing lower building aspen clumps damaged during early September 2017 snowfall, especially if there's a price break for additional clumps. Steve cautioned that the lower building clumps are much larger trees. All agreed to wait to see if trees self-heal. Board agreed that cost could go into MM budget line either for FY18 or FY19.

4. Report, decision re shade-tolerant planter boxes in lower building stairwells.
After several weeks of a trial, Greer said the greenery is a nice addition and suggested the addition of a drip pan underneath the bronze steel planter, use of a deeper liner (trial used a 5 inch liner), earlier purchase of plants with some sun-tolerant plants for a few lower building

locations, and use of a reservoir system unless watering can be secured on a two-day cycle. Current trial box in J will be moved to I, then H over the remainder of the season as per availability of volunteer waterers. Expense is relatively minor (< $300 per box) with a positive return re greening up the stairwells, so Board suggested revisiting possibility of adding such planters to upper buildings as well.

5. Progress report on survey re strategic plan.
Steve has sent two reminders to all non-respondents in addition to initial email with the survey. 23 have been returned to date. Board recommended sending a follow-up email+survey link on Aug 13 with a final deadline of August 17. Re calling non-responders, Board said no. Owners have had advance notice since the 2017 HOA meeting that the SP was in the works and that their responses would be asked for. They have also received a copy of the full 30-pp SP and three emails to date reminding them to fill out and return the survey. Next week non-responders will receive another follow-up.

6. Progress report on nominations.
One nomination has been received to date.

7. Progress reports from Mgr, Treasurer re HOA meeting documents to be ready by Aug 22 telecon and mailed before end of month.
Duly noted.

8. Real estate report: units sold, units on the market
Steve sent a pdf earlier on 8/8/18 with a report: 5 closed in 2018, 3 active, and 3 pending.
a. contact with new owners needed re Rules and Regs?
Greer suggested that attention of new owners be called to the Remodel Guidelines in the Rules and Regulations since many new owners appear to plan remodels. She cited a lack of awareness of date restrictions on construction that has caused some issues over the past few years. Steve said he sends a copy of the R&R to all new owners and will add something specifically mentioning the Remodel Guidelines in his cover email. Stan observed that sending the guidelines is no assurance that people will read them.
9. A-3 insurance claim from Nov 2017.
Nothing further has been heard from A-3 since Steve's last email.
10. Other?
Kirk: a. Replacement chair inserts have been ordered with delivery expected in 2-3 weeks. Replacement chairs ordered for unit in D and pool area (chaises, chairs).
Kirk: b. Lights – Kirk asked that a test unit be ordered: It is an up/down, low-profile fixture, dimmable, LED, with adjustable width at top and bottom. At $30/unit, it is considerably cheaper than the current $80 fixtures, more aesthetically pleasing, and a better fit functionally.
Stan: Blistering chimney caps mystery solved: 1) caps should not have been painted in the first place. 2) problem occurs because the caps are so close together that heat from one unit bubbles the paint on the one in close proximity. 3) MM will not remove the paint but will use a water brush to clean insofar as feasible.

Stan: Operating budget for 2019 will increase by approximately 3.1%. Why? Primarily because insurance costs have increased by $19K. But, utilities and snowmelt were unusually low this past low-snow winter, and prudence (plus Mike M) suggests putting more into the utilities operating line-item for FY19.

Steve: Why was the D building boiler operating continuously? Steve noted that it never shut down. He determined that the wiring to the boiler was done incorrectly, so he fixed it. Kirk suggested Steve note this in his Manager's Report, because it is just such smart, proactive maintenance management that the Board values so much in Steve and MM.

From Steve Frischmann:

	Who	Where	Details
1	Steve	Common	Rent cherry picker, install dimmers and/or dimmer wires and correctly orient all lights on poles to shine in parking lot. I found 2 drivers in each light - ran out of electronic parts. All wires were run to the bottom of the poles. To be finished later.
2	Eric/Steve	Common	Finish packing and re-sealing pathway to picinc table.
3	Justin/Bill	A	replace and rebuild wood stairs leading down to the pool.
4	Steve	I	Replace breezeway light on bottom landing.
5	Steve	H	Sweep out under metal stairs
6	Steve	H,I,K, L	Replace bulbs or light fixtures that were burnt out.
7	Steve	A	Modified parking lot light on A building so it can be dimmed. Re-oriented light.
8	Steve	Pool pump room	Replace leaking chlorine feeder hose connection to pipe.
9	Steve	Common	Finish making and installing dimmers for Parking lights. All lights done, project complete
10	Steve/Justin/Bill	A,B,C,D,E,F,G,H	Finish window crank lubes and weatherstrip fix except for 2 units.
11	Steve	D	Circulation pump for boiler vibrating, removed and dissembled. No clogs found in pump vanes Re- assembled and installed.
12	Stan	H,I	Replace broken irrigation sprinkler heads, re-aim others to increase grass coverage. Re-program timer for more time.
13	Stan	C,D,E,F	Find underground break in hose to drip lines on hillside. Dig up and fix.