

**SMC Board Conference Call**  
**July 11<sup>th</sup>, 2018 4-5 pm MDT (5-6 pm CDT, 6-7 pm EDT)**  
**AGENDA and MEETING NOTES**

**Roll Call:** Mike Mitchell, Kirk Samsel, Greer Fox, Chris Madigan, Kristin Erikson  
**MMM:** Stan Stokes, Steve Frischmann

**AGENDA**

1. Approval of notes from previous meetings (9<sup>th</sup> June 2018). *Approved; SF will post to owners page.*
2. Overdue assessments from June meeting – update from Kristin. *Has not contacted all parties yet. Will provide update at next meeting. Plan is to call each owner in arrears; discover what situation is; then take action (letter from Taddune, etc.).*
3. B2 dog barking complaints and ESA justification – latest update. *Dog is a service dog, not an ESA. Therefore, HOA may ask two questions: what is the disability? And what has the dog been trained to do to mitigate disability? Letter from the dog trainer provided by the renter says that the dog has been trained to “alert” when people are near the home (condo). HOA still needs to receive appropriate documentation from renter to confirm the answers to the above questions. SF will contact renter re needed materials. The Board reaffirmed that all pets, service and ESAs included, must adhere to HOA Rules and Regs for pets.*
4. Proposal from some Owners to remove ROFR from Declarations
  - a. Discussion
  - b. Next steps (add paragraph in Presidents report?)  
*ROFR was discussed at length at 2015 HOA meeting, with decision at that time that ROFR provides a valuable amenity to owners. Board has taken steps in the interim to clarify and streamline the process for owners wishing to sell. Board reaffirms decision to retain the ROFR for owners. Paragraph will be added to President’s Report and item included in Fall quarterly newsletter.*
5. B1 Remodeling Plans
  - a. Discussion
  - b. Approval? *After discussion plans were approved, noting care*

*B1 owners took to abide by calendar restrictions.*

6. A5 – Items on deck and deck railings – resolved? *Yes; removed immediately upon SF request.*
7. E1 remodel – do we have an agreed timing for the work? *Not yet; contractor has been impacted by Lake Christine fire; Owner is still talking with contractor about timing of work. Board: Owner must adhere to timing restrictions: Sept 4 is earliest date for initiation of interior work. While sympathetic with owner's dilemma of having materials already on site, Board instructed SF to contact Owner with deadline for removal of remodel materials from his assigned parking area. Parking spaces are not storage units. SF will follow up with phone call, confirmation email.*
8. Unregistered car parked in D2 – moved? Problem resolved? *SF: Owner has been out of town but is aware of need for compliance with rules to remove unregistered car from carport. Board asked SF to give owner a date certain for removal of car.*
9. Dimming/reorientation of roadway lights – update? *SF: Upper buildings completed. Lower buildings will require a cherry-picker to access tall driveway lights. Plan is to run wire down inside center of pole; lights will be able to be dimmed all the way down upon completion of work.*
10. Replacement of H/I water heater – update? *SS: Original bid has increased to roughly \$28000-30000 for two heaters plus pan, and waterproofing membrane of wall to forestall any additional repeats of flooding of unit H2. SS wants to get additional bids; cost will cover replacement of all piping, manifolds, etc.*
11. Experimental Flower box in J Building – update? *Bronze galvanized box and liner are in. GF will purchase shade tolerant plants + potting soil in the coming week and install plants. This trial will allow trouble-shooting, etc., to determine whether to proceed next summer with planters in remaining lower building stairwells.*
12. Overhead lights in spa area – update? *SF: Motion-detector lights are in. Purpose is to inhibit late-night "spa-jumping" by unknown marauders from neighboring complexes.*
13. Document feedback and/or approval
  - a. Rules and Regulations – *how thick must carpet be to meet soundproofing guidelines? Answer: 3/8 ". All approved.*

- b. Soundproofing Guide for Owners – to be added to Owner webpage. All approved.*
- c. Strategic Plan Questionnaire. SF provided example online format for SP survey. After discussion of low response rates to multiple surveys, Board recommended formatting into a single survey instrument at a cost of \$37/month on Survey Monkey, foregoing the free survey which is limited to only a few questions.*
- d. Reserve Study 2018 Draft V1. Mike asked Board to provide feedback on Draft1. Cf. June 17<sup>th</sup> email.*
- e. Presidents Report V1 – Mike asked Board to read, provide feedback.*
- f. Mail only Ballot Process – Approved earlier by Board, MMM reported process was ready to go.*

14. Timing for preparation of remaining AOM documents

- a. Financial Report – July 27 deadline: Kristin responsible for this; will work with MMM on budget for 2018-19. SS of MMM noted that insurance and property taxes have increased and put us about \$13,000 over budget in this category. Utilities have also increased even with the mild winter we experienced this past season. He estimates that we will need to increase operating by about \$15,000 even anticipating another mild winter. SS alerted Board to need to consider an increase in operating assessments, which have been stable for the past few years.*
- b. Manager's Report – July 27 deadline: SF responsible for this.*
- c. Proxies - ready*
- d. Ballot forms – no nominations yet.*
- e. Anything else?*

15. Any Other Business

- a. SF: Wood steps going to pool are loose. New steps will be delivered and installed on Friday.*
- b. Question re timing of gutter cleaning? Decision: do it this year, then not again until roof replacement.*
- c. Question re timing of chimney cleaning. Decision: it should be done every other year. It will be time to do it again in 2019.*

Next meeting date (telecon 4-6 pm MDT): August 8<sup>th</sup>, 2018 (Mike not available)

### Jobs Completed – Steve Frischmann

- |    |        |   |
|----|--------|---|
| 1  | Common | Polished and buffed sign letters  |
| 2  | J      | Fix 2 screens and sliding door latch J1   |
| 3  | A      | Replace control head for spa auto fill  |
| 4  | J      | Fasten lower window framing wood on exterior window.  |
| 5  | Common | Modified parking lot lights on all upper buildings so they can be dimmed.   |
| 6  | Common | Begin sealing gravel pathway  |
| 7  | Common | Research and purchase new driver for F building parking light.<br>Adjust and or replace irrigation sprinkler heads behind H/I bldgs to cover dry spots. |
| 8  | Common | Fix leak at valves near pool  |
| 9  | Common | Post 2 towing signs   |
| 10 | A      | Secure 3 steps on stairs to pool area.  |
| 11 | Common | Start window lubrication and weather strip fastening.   |