

**LOOKOUT VILLAGE CONDOMINIUMS
BOARD OF DIRECTORS MEETING
LOOKOUT VILLAGE AMENITIES BUILDING
FRASER, CO 80442
11/18/16 2:00pm**

CALL TO ORDER

Mary Beth Corrigan, BOD president called the meeting to order at 2:04 pm

ROLL CALL

Mary Beth Corrigan, BOD president via phone
Adam Eichberg, BOD secretary via phone
Jim Terwillger, BOD treasurer via phone
John Tufte, BOD member at large via phone
Eric Mowrey, Mountain Chalet Property Management
Chad Griffith, Mountain Chalet Property Management
Dick Norman, Mountain Chalet Property Management
Bob Kim, BOD vice president

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MEETING MINUTES FROM 9/16/16 BOD MEETING

Meeting minutes from the 9/16/16 Board of Directors Meeting were included in the meeting packet and time was given for review. After BOD review it was moved and seconded to approve the minutes as presented. Motion passed unanimously.

FINANCIAL REPORT

MCPM will discuss the financials as part of the New Business.

OLD BUSINESS

A. BUILDING A ENGINEER REPORT

JVA Consulting provided a proposal to do the crawlspace design repair plans of \$4000. It was noted that BOD member John has some contacts on the front range and he will follow up in getting that contact information to MCPM.

B. REVIEW HOA BY-LAWS

The revisions have been recommended by the HOA attorney to the BOD. MCPM offered the BOD consider revising the current ByLaws to incorporate the recommendations of the attorney. MCPM will contact attorney and get a cost estimate for the revision.

C. A BUILDING DECK REPAIRS

The final deck repair issues have been resolved.

D. WIFI STATUS

MCPM reported that Dan Madigan had most of the work done. Some area specific issues were reported that Dan is dealing with but things appear to be working as designed.

E. NEW CAMERAS-HOT TUB SECURITY

Dan Madigan indicated he can get the security cameras working. This is a project that he will try to get done when the wifi upgrade is complete.

F. B BUILDING CRAWLSPACE CONDITIONING PROJECT

This phase of the conditioning project....Units 13-14-15.....are complete with the exception of the flooring upgrade in Unit 13 which is expected to be done before Christmas.

G. STEPS BETWEEN A AND B BUILDING

The rotted soft step timbers have been replaced.

H. EXTERIOR BUILDING PAINTING

Complete.

I. SHUTTLE TRANSPORTATION AGREEMENT

The shuttle bus will continue with the stop at the top of the driveway. The service is now a year round service with routine stops during the winter and on call service during low rider use periods.

J. EMERGENCY CONTACT INFORMATION IN UNITS

Magnets with contact information have been placed on all unit kitchen refrigerators.

K. FUTURE PLANS FOR HOA STEPS

It was noted the steps to the clubhouse need maintenance. MCPM will prepare an estimate to fixing the current design.

NEW BUSINESS

A A BUILDING STEP RAILING

MCPM pointed out the hand railing has become loose from prior misuse. MCPM will see if the welder we own will fix the issue. MCPM will provide an estimate for needed repairs to the A building railing. It was also noted the railing has failed at the base between the B and C building and the estimate will include those repairs as well.

B. PRELIMINARY BUDGET REIVEW

MCPM Finance Manager presented a review of the proposed preliminary budget for BOD discussion. The BOD discussed letting owners know that a special assessment will be forthcoming to complete the B building crawlspace project....targeting completion for the summer of 2018. It was noted there was money left from the special assessment. The BOD discussed the amount of a dues increase. It appears there will be an operating deficit at the end of this fiscal year. The BOD moved to approve the budget with the noted changes. It was seconded and approved unanimously. The BOD will review the fiscal year end financials at the January BOD meeting with regard to CRF allocations.

C. DISCUSSION B BUILDING CRAWLSPACE CONDITIONING

It was noted that units 16-17-18-19 still need to have the crawlspaces conditioned. That will complete the conditioning of all the B building. The current condition below those units presents no health or safety issues at the present time. The BOD will continue with discussion regarding the completion of the B building crawlspace project since it will require a special assessment to complete.

D. MOUNTAIN CHALET MANAGEMENT AGREEMENT RENEWAL

MCPM management agreement renews in February. MCPM is requesting a small increase to the hourly unskilled and skilled rates. No increase has been requested for the management fee or administrative hourly rates. After BOD discussion the BOD moved, seconded and approved unanimously the requested increases requested by MCPM.

NEXT BOARD OF DIRECTORS MEETING

The next Board of Directors meeting date is scheduled for January 20, 2017 at 2pm M.T.

ADJOURNMENT

Being no further business to discuss it was moved and seconded to adjourn. Motion passed unanimously. Meeting adjourned at 3:54 pm.

Approved: 1/20/17