

**TIMBER LAKE HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 17, 2020 10:00 AM MDT
CONFERENCE CALL
712-432-0220 PASSCODE: 7265713#
MEETING MINUTES
APPROVED**

CALL THE MEETING TO ORDER

The meeting was called to order at 10:00 AM.

ROLL CALL

Present: Dick Kohler (board), Dave Schrody (board), Gary Farmer (board), Janet Meinen (MCPM), Chad Griffith (MCPM), Eric Mowrey (MCPM)

FINANCIAL REPORT

- **BUDGET REVIEW/APPROVAL**---Dick Kohler reviewed the reserve calculation spreadsheet which was included in the meeting packet. The four projects (Deck Staining, Asphalt Sealing, Building Painting, and Fireplace Maintenance) were discussed. The projected costs and timing of such projects were reviewed for accuracy and discussion. Gary Farmer identified an error in the spreadsheet which lowered the deficit number from \$18,919.24 to \$9,522.13. Gary will revise the spreadsheet and send to board and Mountain Chalet. There was also discussion on changing the number of months reserve required for deck staining, asphalt sealing, and fireplace maintenance, but it was decided to postpone any decision on that.
Dick Kohler reviewed the proposed 2020 budget line by line. It was noted that the association was over budget for the previous year by \$22,278.98. This overage was due primarily to an overage in the roof budget line item (\$15,045.70). Major maintenance was over budget by \$5,210.53. Ice dam and icicle removal was over budget by \$6,104.00. There was discussion about the ice dam and roof snow removal company being used and their billing process. Chad Griffith stated that he has had detailed conversations with the owner of that company about the need for more timely and detailed billing going forward that would help Mountain Chalet better identify costs per building. In addition, it was noted that this company will have better communication with Mountain Chalet in the future on scheduling of roof work so that it can be better tracked.
There was discussion on the present use of timers for the heat tape throughout the association. Chad Griffith noted that he has had multiple conversations with several roofing companies as well as an engineer who all recommended that heat tape be left on continuously. The belief is that this practice will help lessen some of the need for ice dam and snow removal as well as fewer required roof repairs. Mountain Chalet will explore the possibility of running some heat tape timers less frequently (versus running

all the time) for less impacted buildings. The board was in support of these ideas. It was noted that the 700 building has been the source of the majority of roof repairs and ice dam removal due to its location.

There was discussion on the recent broken pipe/leak expense at unit 641. The board decided that this expense would be paid by the association, as it was not an act of owner negligence. The board does feel that a notice should be sent to owners instructing them to turn off the main water supply if they will be gone from their units for any extended period of time to help prevent any catastrophic expense due to frozen or broken water pipes and plumbing.

Dick Kohler discussed the window repair policy that the association has had in place. Windows with failed seals will be repaired if noted by the owners. The association will pay for the window; all labor costs associated with the repair will be paid by the owner. The deadline for notification by owners of failed window seals is April 30. Mountain Chalet will handle any notifications by owners of failed window seals and will advise board of such.

A motion was made and seconded to approve the 2020 budget as presented. The motion passed unanimously. Mountain Chalet will send to all owners the approved budget (with comments deleted) and the reserve calculation spreadsheet.

NEW BUSINESS

- There was discussion on scheduling the work day for 2020. Several tasks were discussed for that work day. It was decided that given the present situation with the Covid-19 stay at home orders to cancel the work day at this time. The HOA meeting is still scheduled for July 2020, but the format/forum could be modified depending on the Covid-19 outlook for Winter Park.

ADJOURNMENT

There being no further business to discuss, a motion was made and seconded to adjourn the meeting. The motion passed unanimously. The meeting ended at 11:19 AM.