

Shadow Ridge HOA Quarterly Board Meeting Minutes

Saturday, September 14, 2019

I. Call Meeting to Order 1:00 pm MT

II. Establish Quorum

- BOD present: Tony Melaragno, Teresa Deak, Charles Semple and Gordon Kimpel
- Homeowners: Ken Cook, 407; Jerry Weider, 401
- ASRL: Mike Howe, HOA Controller; Jim Simmons, HOA Manager; Gina Covino, HOA Administrator; Robbie Brimhall, Maintenance Manager; Gary Gregg, General Manager, Shomara James, Front Desk Manager and Lizet Zungia, Housekeeping Manager

III. Appointment of BOD

- New Board members: Kathleen Reiss and Teresa Deak
- BOD Positions: Motion made by Teresa Deak to appoint the following board member positions, seconded by Charles Semple. Unanimous, motion carries.
 - Gordon Kimpel- President
 - Tony Melaragno- Vice President
 - Teresa Deak- Treasurer
 - Charles Semple- Secretary
 - Kathleen Reiss- Member at Large & Head of Design Committee

IV. Approval of Meeting Minutes

Motion made by Tony Melaragno to approve the August meeting minutes, seconded by Charles Semple. Unanimous, motion carries.

V. Financial Update

A. 2020 Budget: will be sent to homeowners on December 1, 2019 and begins on January 1st.

B. Special Assessment: 51% homeowner approval needed.

- Items to consider:
 - Roof replacement
 - Backstairs repair
 - Replace elevator
 - Ski Locker
 - Carpet replacement for floors 2, 3 & 4
- Capital improvement survey will be created and sent out to homeowners.

C. Capital Reserve Study

- Received DRAFT V1. Maintenance Manager is working to make edits. Once a final draft is recorded it will be posted on HOA Dashboard

VI. Maintenance

A. Building Updates

Laundry:

- Frustrated with laundry service and lack of response. Washer machines have been out for months, due to coins not being collected and 2 machines down. Robbie called multiple times and they are not responsive. SR receives 10% of these sales, Gordon Kimpel wants to obtain more information on how much money is collected monthly.
- Jim Simmons recommends to put company on notice, requiring the service equipment being addressed (collecting quarters, accessing detergent, broken machines), if service doesn't improve S.R will terminate contract and search for a new company.
- Alternative option discussed, having an in house drop off at front desk/using a third party like "Red Hanger." Need to consider the liability to HOA if damages or loss of garments occur.

B. Building Planning

- Elevator replacement project: East will begin in October and be completed before Thanksgiving. West elevator will begin in Spring, after ski season ends.
- Design Committee will be created to discuss building design options. Kathleen Reiss will be head of committee.
- Owners Gathering will take place (TBD) to inform homeowners of proposed/ primary building plans.

VIII. Issues to Discuss

- Toilet Replacement
 - Homeowner requests an alternative toilet option by placing rocks in her tank. Her concern is the expense with the additions of dues increase and or a special assessment.
 - Board will discuss this alternative in more detail. The driving factor requiring replacement of old toilets is due to the high increase in water.
- **Water Heater:**
 - It is a preventive maintenance for old water heaters, so they do not flood and damage units. Also, it is cost effective savings on electric.

IX. Meetings

- Tentative
 - 10.15 Working Session @ 4pm MT to discuss: special assessment, reserve study & carpeting
 - 11.25 Budget Approval Executive Session @ 4pm MT
 - 12.16 Qt. BOD Meeting
 - Special Meeting TBD to discuss Special Assessment in January & February. Voting can occur at the meeting and or a proxy/ electronic ballot.

V. ADJOURNMENT 2:15 pm MT