

Arbors at Mountain Shadows

Condominium Owners Association, Inc.

Board of Directors Meeting

Thursday, December 7, 2017

Clubhouse, 6:30 p.m.

- Call to Order – 6:30 pm
- Directors Present – Juen, Cikanek, McIntyre, Kondris, DeHaven
- Approval of Agenda – Director McIntyre moved to approve the agenda as written. Second by Director DeHaven. No dissent. Motion passes.
- Approval of November Meeting Minutes – Director Kondris moved to approve the meeting minutes with no corrections. Second by Director DeHaven. No dissent. Approved.

- Members Forum
 - Why do we have to hire someone to pick up the dog feces? Some owners are not picking up after their dogs. We have to have this done once a week.
 - Another member suggested putting some dog pickup stations in the grass or rocks near where the dog issues are.
 - A member discussed the fact that they are using their unit as a vacation rental. The member did not realize they were not supposed to use their unit as a vacation rental. They understand now that they are not allowed to do this, and she understands that she is not compliant based on the 6 months required lease. She has 6 remaining rentals between now through July and is requesting a grace period for these remaining rentals. The board will take this information into consideration and will provide a response to the member via a written letter within 10 days. The member states that there is another unit being rented as an Airbnb as well. The board will research this and if this is proven to be true, it will be addressed appropriately.
 - A member also discussed drainage in front of her unit, and requested that the cement splash guard be moved to prevent ice buildup in the future. The board will research this and will determine what action is needed.

- Treasurer's Report:
 - Review Invoices
 - Bank Reconciliations
 - A/R Summary
 - Budget Overview

Old Business:

1. Website Update: Policies, Director's Corner – Still need some policies on the website. Director Kondris will get these updated on the website.

2. Grill Violations, Animal Feeding, Deck/Patio Storage – There are still two units not in compliance regarding grills. The animal feeding and deck/patio storage will be addressed in the next newsletter.
3. Asphalt Work Completion – The remaining balance is approximately \$12,000. We are done for the year with asphalt work.
4. Newsletter
5. Assessments Deposited at Clubhouse – The box for assessment collection has been moved into the back hallway of the clubhouse.
6. The board needs to determine if rekeying the doors, pool, pool room, and garage area is required at this time, as the lock box containing the several keys was stolen. The board will investigate the possibility of getting a fob system to operate these doors..
7. Pool Work – The pool needs some extensive work to be done. This work will start in April to ensure the pool is ready to open on time.
8. Outside Light Fixtures: Residents – The board needs to determine the deadline for obtaining the new light fixture for residents’ patios/decks.
9. Stairway Inspections – Monarch landscaping will conduct the stairway inspections.

New Business:

1. Locks - Clubhouse
2. Mailboxes – About 6-8 months ago, there was an issue with the mailboxes getting broken into. The mailboxes need to be replaced, but this was not included in the annual budget. Due to the exigence of getting this work completed, the funds for this project can be taken from savings.

Bid/Board Considerations:

1. 2137 Denton (drainage) – Monarch is drawing up a bid. It hasn’t been received to date.
2. 2150 Exterior Painting – Director DeHaven moved to accept the bid from Shawn’s Painting for \$75 to paint the exterior boards of 2150 Alicia Pt. #201. Second by Director Kondris. No dissent. Approved by the majority of the Board, with Director Cikanek abstaining.
3. Intrawest: Gutter & Downspout Repairs – Director Cikanek moved to accept a bid from Intrawest in the amount of \$892.37 to install gutters and downspouts that need replacement on five buildings. Second by Director Kondris. No dissent. Motion passes.

Board Action Items: Report from Lynda

1. Safety Latches for dumpster enclosures – need to be done on all
2. Dead tree removal: Dead trees will start to be removed on Wednesday.
3. Cintas – The Cintas inspection report showed some required refills of antifreeze. Hydrants have been flushed.
4. Stucco work – Still waiting for the stucco repairs due to scheduling of the contractor.

5. Grill enforcement – how will this be enforced once the fines reach \$250. Director Juen will contact the association attorney to determine the next steps.

Executive Session: Board moved to Executive Session at 8:55 pm to discuss actions regarding the vacation rental violation. After deliberations, the Board voted to send a letter informing the owner of actions that need to be accomplished. Executive Session concluded at 9:07 pm.

Meeting adjourned: 9:09 pm

Next Board Meeting: January 18, 2018

Wyatt Kondris, Acting Secretary