

Spinnaker at Lake Dillon Condominium Association
Board of Managers Meeting
November 24, 2020

MINUTES

Call to Order

The Meeting was called to order on November 24, 2020 at 6:35 p.m. via electronic means, Zoom®. Sue Pilcher chaired the meeting.

Directors Present:	President:	Sue Pilcher
	Treasurer:	Sue Bauer
	Secretary:	James "Skip" Spensley
	Member-at-Large:	Mark Stevenson
	Member-at-Large:	Stanley Turner
	Member-at-Large:	Allen Kirsh

Directors Absent:	Member-at-Large:	David Klaversma
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Others Present:	HillStar Management (HSM)	Gwen Ballard, CAM
	HillStar Management (HSM)	Ashley Brookes

*Stanley Turner joined at 8:00 p.m. as we began discussing the chimney chase repairs.

The Board welcomed Allan Kirsh as the newly elected member of the Board, replacing David Swenson.

Property Owner Forum: There were no Owners in attendance to address the forum.

Approval of Agenda: The Board reviewed the agenda of the November 24, 2020 Board of Managers Meeting. ***A motion was made and seconded to approve the agenda as presented. The motion carried unanimously.***

Approval of Previous Meeting Minutes: The Board reviewed the meeting minutes from the July 22, 2020, August 18, 2020 and October 21, 2020 Board Meetings. ***A motion was made and seconded to approve the minutes as written. The motion carried unanimously.***

Financials

- A. **Financials:** Olave Bookkeeping was not in attendance; however, the financial statements for the for the period ending October 31, 2020 were reviewed.
 1. Expenses for October were unfavorable to budget by \$8,134.78; however, expenses were favorable to budget Year-to-date by \$26,272.30.
 2. For the Year-to-Date Net Income, Spinnaker has a \$94,366.59 greater profit than budgeted.
- B. **Delinquent Accounts:** Management reported that SB20-211 has been extended to February 1, 2021. Spinnaker was advised by Doug Turner law to halt collection efforts until that time.
- C. **Audits and Tax Return:** Sue P. noted that her and Georgia are working with the Auditor and still trying to find information in order to complete the 2018 & 2019 financial audits and tax returns; however, they are not due yet.
- D. **203-42 Payment Dispute:** The Board reviewed a payment dispute from the Owners. The Owners provided a copy of a receipt for a cash payment in the amount of \$300 in October of 2018, which was never applied to their account. The receipt book was missing when HSM began management, and there is no record of the employee identified as writing the receipt. ***A motion***

was made and seconded to apply the \$300 payment to the Owners account. The motion carried unanimously.

- E. Deed Back Request 208-19: The Board reviewed a deed back request from this unit in June and approved the request. The Owners financial situation has changed considerably and they asked the Board to reconsider the request for an amount not equal to two (2) maintenance fee payments. ***A motion was made and seconded to counteroffer and ask the Owner to pay \$350 for the deed back. The motion carried unanimously.***

Ratification of Decisions Made Outside of a Meeting

- A. Comcast Agreement: ***A motion was made and seconded to approve the contract with Comcast, which will expire in 2024. The new contract increases the internet speed to 200 mb and will provide a savings of approximately \$1,204.20 over the 3-year term of the contract. The motion carried unanimously.***
- B. Security Cameras: ***A motion was made and seconded to approve the contract with Verticomm for the purchase and installation of security cameras throughout the resort for a total cost of \$10,507.38. The motion carried unanimously.***
- C. Late Fee Waivers: ***A motion was made and seconded to approve the waiver of late fees in the amount of \$50.00 for 304-21, 103-06 & 209-25. The motion carried unanimously.***

Association Business

- A. COVID-19 Update: Management provided an update on how the facility is handling the COVID-19 policies and procedures. Summit County was moved to Code Red this week, and we are required to check guest ID's upon to check-in to ensure everyone is from the same household. Spinnaker will allow them to check-in if they are in violation; however, it will be reported to the Summit County Health Department. The new requirements will be added to the check-in packets and posted online.
- B. Reserve Study Review Association Reserves provided the reserve studies for both Common and Interval to the BOM on October 28, 2020. Any changes made within 60-days are free of charge. The Board will review the studies and have changes ready for the next BOM meeting. Association Reserves will be invited to attend the next meeting to answer questions.
- C. Committees: ***A motion was made and seconded to approve the following Ad Hoc Committees:***
 - I. Rental (Marketing and Advertising);***
 - II. Assessment Allocation.***

The following owners were appointed to the Rental Committee:

 - I. Maureen Grabeklis***
 - II. Victoria Lee***
 - III. Mark Stevenson***
 - IV. Allen Kirsh***

The motion carried unanimously.
- D. Roof Proposals: Management is working with Stanley and Allen to revise the RFP for the chimney chase repairs and will send it out to bid. We are waiting on a revised proposal from RoofWorx for the camera mount installation,
- E. Interval International (II): The Board reviewed a proposal from II that would provide free memberships for the Spinnaker Owners in exchange for a minimum of 60-weeks owned by Spinnaker for exchange. After considerable discussion, the Board decided not to pursue the offer at this time.
- F. Real Estate Agent: The Board reviewed a proposal from a local real estate agent to list the weeks for sale that are owned by Spinnaker. ***A motion was made and seconded to enter into an exclusive listing agreement for the Spinnaker owned units with John Conti of PMI Summit Colorado. The motion carried unanimously.***

Review of Action Items: The Board and Management reviewed action items from the meeting and assigned tasks. The action item list will be submitted with the minutes for review.

Adjournment: The meeting was adjourned at 8:45 p.m. The next regularly scheduled Meeting of the Board will be on December 15, 2020 at 6:30 p.m. via electronic means, Zoom®.