

**Spinnaker at Lake Dillon Condominium Association**  
Board of Managers Meeting  
October 27, 2021

**MINUTES**

**Call to Order**

The Meeting was called to order on October 27, 2021, at 6:02 p.m. via electronic means, Zoom®. Sue Pilcher chaired the meeting.

Directors Present:	President:	Sue Pilcher
	Vice President:	Vicky Lee
	Secretary:	James "Skip" Spensley
	Member-at-Large:	Mark Stevenson
	Member-at-Large:	Allen Kirsh
	Member-at-Large:	David Klaversma
 Directors Absent:	 Treasurer:	 Sue Bauer
 Others Present:	HillStar Management (HSM)	Gwen Ballard, CAM
	HillStar Management (HSM)	Cathy Fraser, CAM/Admin
	Olave Bookkeeping	Georgia Olave

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

**Guests**

- A. Chris McGill, Interval International: Chris presented a program to educate Owners on the benefits of Interval International. The program is designed to present the benefits of a membership, and Owners will want to continue to pay their dues, be happy with their purchase, and possibly buy more weeks. Interval would provide all Owners with a free two-year membership. New members within their first three-years would also receive a bonus week when they deposit their week(s). Interval would provide extensive education and training on how to use the program and the exchanges. Spinnaker would provide to Interval International fifty-weeks to offset the cost of the free memberships. The fifty-weeks can be spread over a three-year period. If a unit is sold it would be replaced with another unit from Spinnaker's inventory. The program could be used as a bonus for potential new buyers.

Management asked Chris to send the details about the marketing program and along with references from other timeshare resorts that have engages in the program. The Board will need to decide before the end of 2021, whether they want to introduce this program once more information is obtained.

- B. Robert, Randy, Matt, and Justin, Peak Elevator: Matt went over the proposal and the proposed modernization to the elevator. The suggested replacement controller is easy to work on and doesn't need a specialized company to service it. In January 2021, all components need to follow the 2019 code. There are local service technicians that are in Summit County 24/7. Peak will provide a one-year warranty and one-year free maintenance program Monday-Friday from 7a.m.-5-p.m., after hours service will be provided at a reduced rate of \$155/hour. Quarterly maintenance throughout the first year is free of charge and beginning in the second year the cost will be \$155/month. Peak's contract is cancelable, unlike other providers.
- C. Chris Oetting, Thyseen Krupp Elevator (TK): Chris reviewed the proposal and answered questions from the Board. TK is the company that installed the original elevator. The board requested a reduced monthly rate and clarification on the maintenance that is included.

Management will schedule a meeting with Chris to discuss the exclusions outlined in the work by others.

### **Financials**

- A. Financials: Olave presented the financial statements for the period ending September 30, 2021. Year-to-Date income was \$387,706.37 and expenses were \$341,091.76. The Year-to-Date NOI was favorable to budget by \$46,614.61.
- B. Deed Back Request: 102-24 – ***A motion was made and seconded to approve the deed back request. The motion carried unanimously.***
- C. Delinquent Accounts: Georgia reported that approximately \$9K has been spent year-to-date on the bulk foreclosure and we can expect to pay another \$2-3K before it is settled.

### **Association Business**

- A. Elevator Modernization: The Board asked Management to seek legal counsel about terminating the current contract before a decision can be made. They also would like an outside opinion and comparison of the two (2) proposals submitted. Management will follow up with the Attorney. A follow up meeting to decide on the elevator proposals after seeking counsel is set for Thursday, November 18, 2021, at 6:30pm.
- B. Recurring Meeting Schedule: The Board agreed to begin meeting every other month. Each Board Member will send reoccurring dates to Management that they are not available, so a meeting schedule can be set.
- C. Resort Data Processing (RDP): Management had a meeting with RDP to explore options of integrating other booking platforms with RDP. The cost would be an additional \$100.00 for each platform (such as Airbnb) unless a channel manager is used. A channel manager is a service that offers several booking platforms. Management will do more research on the top three (3) recommended channel managers that will integrate with RDP and will present the findings at the next meeting.
- D. Quality Mountain Services (QMS): The current housekeeping company, Team Clean, provided a 30-day termination notice to Spinnaker after Management sent them an email outlining items within the contract that they are not in compliance with. The Board evaluated housekeeping cost for in house, the current company, and Quality Mountain Services. ***A motion was made and seconded to approve a three (3) month trial with Quality Mountain Services. During this trial period management will evaluate their performance and obtain proposals from other companies. The motion carried unanimously.***

**Executive Session**: The Board entered Executive Session at 8:51 p.m. to discuss the Management Contract Renewal with HillStar Management. The Board exited Executive Session at 9:00 p.m. ***A motion was made and seconded to renew the Management Contract with HillStar Management. The motion carried unanimously.***

**Adjournment**: The meeting was adjourned at 9:00 p.m. The next regularly scheduled Meeting of the Board is to be determined.