

**Spinnaker at Lake Dillon Condominium Association**  
Board of Managers Meeting  
November 15, 2021

**MINUTES**

**Call to Order**

The Meeting was called to order on November 15, 2021 at 6:34 p.m. via electronic means, Zoom®. Sue Pilcher chaired the meeting.

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

**Property Owner Forum:** The Owner of 104-47 was in attendance to discuss deeding back their unit/week. ***A motion was made and seconded to approve the deed back of 104-47 and place this unit/week into the rental pool. The motion carried unanimously.***

**Approval of Agenda:** The Board reviewed the agenda of the November 15, 2021 Board of Directors 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 August 21, 2021 Annual Meeting, September 23, 2021 Board Meeting and October 27, 2021 Board Meeting. ***A motion was made and seconded to approve the minutes as written. The motion carried unanimously.***

**Financials**

- A. **Financials:** Georgia presented the financial statements for the period ending October 31, 2021. Year-to-Date income was \$715,843.91 and expenses were \$412,750.26. The Year-to-Date NOI was favorable to budget by \$303,093.65.
- B. **Deed Back Requests:**
  - I. 106A-34 - ***A motion was made and seconded to approve the deed back request. The motion carried unanimously.***
  - II. 203-06 – Discussion was tabled to the next Board Meeting.
  - III. 305-21 – The Owner must meet all stipulations in the Exit Policy, including listing the unit/week with a Licensed Real Estate Agent for 6-months and agreeing to pay a year's worth of assessments, before the application will be considered.
- C. **Attorney Request:**
  - I. 103-02 - ***A motion was made and seconded to waive the attorney's fees. The motion carried unanimously.***
  - II. 206-14 – The request to settle the account for \$300 was not approved.
- D. **Audits:** The audits were received for 2019 and 2020. Georgia will reach out to the Auditor with questions about the drafts. Sue P. will obtain a proposal to complete a 2020-2021 audit.
- E. **Investment Policy:** Discussion was tabled to the next meeting.

## **Association Business**

- A. Channel Partners: Management presented a proposal to use a channel manager for advertising weeks to rent through online booking partners such as Airbnb, Expedia, etc. ***A motion was made and seconded to approve the SiteMinder Channel Partner with a 1-year contract. The motion carried unanimously.*** The initial set-up fee is \$269.00 and the monthly fee for the first 6-months is \$143.50 and increases to \$287.00 thereafter.
- B. Electronic Locks: Management provided the Board with proposals for two (2) keyless lock systems, the only ones that integrate with Resort Data Processing. ***A motion was made and seconded to approve upgrading 21-units, the pool, and the housekeeping closet to a keyless lock system through RemoteLock. The motion carried unanimously.*** The locks are approximately \$429.00 a piece with a \$9.00 per month management fee for the web-based service. Full owners will have the option to upgrade with the bulk purchase and a notice will be emailed with information and deadline to respond.
- C. Interval International: The Board revisited the proposal from Interval International regarding a special membership program. ***A motion was made and seconded to approve the Interval International membership program. The motion carried unanimously.*** The program provides a free 2-year membership to all Spinnaker Interval Owners in exchange for the deposit of fifty (50) Spinnaker owned weeks into the Interval International exchange program, over a 3-year period.
- D. Coffee Table Replacement: Twelve (12) of the interval units do not have the desired expandable coffee table in the living room. Management provided options for the Board to consider. The suggested table will be purchased and assessed for quality, and if approved by Management, installed in the units.
- E. Blue Book Review: The Board will review the draft Blue Book and send comments and suggestions to Management.
- F. Room Phones: ***A motion was made and seconded to approve removing phones from the rooms as they break or need service. The motion carried unanimously.***
- G. Reserve Study Review & Recommendations: Tabled to the next Board Meeting.

**Adjournment:** The meeting was adjourned at 8:34 p.m. The next regularly scheduled meeting of the Board is January 17, 2022 at 6:30 p.m.