

ANTLERS LODGE HOA

Board Meeting Minutes

February 28, 2023 @ 2:00 PM MST

Virtual via GoToMeeting

Antler's Lodge Board of Directors

- Jeff Sims
- Leanne Migalski **absent*
- Bill Huber
- Karim Sirgi
- Randy Coakes

Alpine Edge Representatives

- Erik Keefe – HOA Manager
- Taylor Edmunds – HOA CAM
- Jessica Martin – HOA Director of Communications

1. Welcome

- Roll Call/Establish Quorum
 - A quorum was established with four of five board members in attendance at the meeting.
 - The meeting was called to order at 2:08 p.m.
- Review & Approval of Meeting Minutes – 12/14/23
 - A Board member pointed out a typo in the minutes.
 - **Motion:** Randy Coakes motioned to approve the 12/14 meeting minutes pending the typo change, which Jeff Stewart seconded, and the motion passed.

2. Financials

- YTD Financial Review
 - Line Items that were under budget:
 - There were savings in Repairs and Maintenance.
 - Line Items that were over budget:
 - Snow Plowing –over budget due to unforeseen icicle removal from the roof.
 - Utilities – 4% over budget
 - QuickBooks was not budgeted for due to the switch to AppFolio. Shows as overage.
 - Office Supplies – Over budget a little
 - Bank Charges – AE will research what the bank charges are.
 - Discussion on insurance rates
 - The Board would like to keep the different policies as separate line items on the budget.
 - Management Fee – on budget
 - Outside HOA dues are the Upper Village Pool dues.
- Funding Operating and Reserves
 - Reserve Expenses - \$1100 spent due to garage door operator and heat tape.
 - Currently, \$1600 is in the operating account. Borrowing from reserves

- AE asked if the Board considered an operating special assessment.

3. Old Business

- Roadway Resurfacing
 - AE has not received bids but has sent details regarding the project to vendors.
 - Waiting for the weather to be more appropriate.
 - AE will reach out to ensure the contractor is still available.
 - The Board wants to ensure that there is proper drainage.
- Exterior Staining
 - Alpine Edge will send the board the estimates received from vendors so a decision can be made on whether or not to have the work done this year.
 - The bid from DR Custom is lower than the others. It includes siding replacement, repairs, and time and materials.
 - Alpine Edge suggested getting on a vendor's schedule by the end of April.
 - The Board inquired if the previous year's railing vendor had submitted a bid. The Board was satisfied with their work. Alpine Edge will contact them for a bid.
- The Board would like to have assessments for both projects.
 - Homeowners will be charged for both projects in one special assessment.
- There was a discussion on the current AR List and if the collection policy was being followed.

4. New Business

- Roof & Heat Tape Discussion
 - There have been issues with heat tape in two locations. Both have been repaired.
 - The downspout heat tape repairs were made. Only 10 feet of heat tape needed replacing.
 - The Board pointed out that some drainage piping had frozen, creating a hole in the “elbow”.
- 5-Year Fire Sprinkler Internal Test
 - Alpine Edge requested a second bid from another vendor to compare prices and determine if Western State's fire protection is too expensive.
 - The HOA has until the end of the year to complete testing. It needs to be completed every five years.
 - Fire extinguishers need to be tested every year. After some time, the fire extinguisher should be completely replaced.
- Insurance
 - Alpine Edge contacted Mountain West and Arrow Insurance for bids and hopes to have responses within a few weeks.
 - A policy needs to be in place by April.

5. General Board Comments

- The Board inquired about covering the stairs above the trash cans with some material that would match the color.

- Alpine Edge's service team has a plan for the project that won't interfere with the nearby sprinkler system. They will keep some distance from the steps to prevent debris from getting stuck. They are still in the planning stages but should have more details in a week or two.
- The ice build-up on the back of the building was discussed. Alpine Edge said this would be taken care of this year.

6. Next Meeting Date

- The next Board meeting was scheduled for May 29th at 2:00 pm

7. Adjournment

- There was a motion to adjourn the meeting at 2:49 p.m.