

ANTLERS LODGE HOA

Board Meeting Minutes

Friday, April 23rd, 2021 – 12:00 PM MST

Remote via GoToMeeting

Antler's Lodge Board of Directors

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

Alpine Edge Representatives

- Steven Frumess – General Manager
- Brett Gunhus – HOA Manager
- Robin Hoffmann – HOA Administrator
- Robin Dew – HOA Accountant

GoToMeeting Access Instructions

Join our meeting from your smart device:
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United States: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 718-519-005

1. Welcome

A. Roll Call; Establish Quorum

In attendance: Bill Huber, Randy Coakes, Leanne Migalski, Jeff Sims, Alpine Edge Representatives
Call to order 12:02pm by Leanne Migalski and seconded by Bill Huber.

B. Management Communication Protocol

Management stated the Board will get financial packets monthly and they go out usually on 25th. May be a little later this month.

Brett provided the Board with Alpine Edge (AE) contact information.

C. Transition Updates

i. Water Leak at 32-B

Contractor renovation – contractor did not turn off water. Water from kitchen sink valve went into Leanne's unit. Management had to cut hole in drywall to dry it out and repair should mainly consist of insulation and drywall. Brett added a hole was cut in Leanne's ceiling to try to determine pipe hammering sound.

Board advised AE that there are booster pumps in B building. For adequate heat in winter, the booster pumps have to be cranked up. This causes the noise to increase for lower units. Noise is increasing each year. A building good as long as pipes are bled. Board requested to keep Cober as they know the system.

Brett advised he has left Cober a few messages but haven't heard back from him.

Randy asked if the contractor is going to pay for leak and Brett said yes, they took responsibility. AE to bill them and they expect to pay it.

Brett advised AE had received 10 boxes and some electronic files too from Alpine Meadows. Financials taking longer to onboard. AE does not have keys for all units. Bill worked with locksmith on installs. File transfers, financials. Alpine Meadow uses AppFolio which means AE has to rebuild every single transaction. AE is doing 2019-2021 for now.

2. Financial Review

A. Status of Bank Accounts

Robin Dew stated the bank accounts look good. Got checks from Alpine Meadow. Some owner payments coming in the mail. Added ach we have received to date. Hoping to get this stuff in for some historical data.

Bill stated Libby (Alpine Meadow) sent them last reports showing zero balance. Robin said timing issue as to when Alpine Meadow ran statements. Not an issue for fines from the bank. About \$6500 in account.

AE still trying to figure a few things out, there are some practices not GAAP normal. Some journal entries that need investigating to understand the thinking behind them. There was no bank fee for overdraft. There is overdraft protection, but it was never charged. Still working with Savannah (Alpine Bank) to see how even possible.

Bill said some charges in billing that should have come from Reserves; boiler repair and water system repair.

Robin said he will reach out to the Board if sees something odd. Tries never to run below \$1500 a month.

Robin advised AE pays Reserve expenses out of Operating and then pay Operating from Reserve. If the Board knows of any transfers were not done for, let him know. Bill said also a check valve should have come from Reserves.

Randy advised Libby's accountant left a couple years ago and was never really replaced. Antlers does not pay prepaid but do run early. Bill said another set of prepaid expenses some owners paid and never crossed it over. Robin used negative AR, summary shows money already paid. He said they called it Alpine Edge settlement. Links to an owner but AE files do not seem to link. Savannah and him talking through. Some transfers seem to match to an owner but description on payment doesn't provide a name.

B. Collections; ACH

Robin asked if repairs on units 121 and 129 were owners paying expenses directly to AM. Randy said yes but they were one-offs. Cober went out to fix it and billed Association. Bill noted Association paid it and charged him but didn't tell him. Robin said those do not cross, you have two profiles. Leanne said Alpine Meadow used to do it that way, happy Robin caught that.

C. Insurance Policies

Jeff mentioned paying Kinser Insurance. Sent that bill to Brett. Robin will make the payment. The Board is up to speed on the policies Jeff put together. Bill said Antlers had almost been canceled a couple times for water damage. Jeff worked on subrogation. Libby signed something that may have messed it up for subrogation. Trying to get insurance off Farmers.

Jeff stated deductible \$20k water damage, \$5k for anything else. UMB can't offer 10M, Farmers does but Farmers was more expensive. Should be able to go back to the owner because their fault. Open it up again and back in Farmers' lap.

Bill added people had electronic thermostats. Owners not checking batteries and if baseboard heat is off, pipes will freeze. Would like to see all thermostats passive.

Brett stated this would be added as reminder to owners at Annual Meeting.

Assessment endorsement needs to go out to all owners, so it is on their policy. Owners need to know to add this to their policies.

3. Contractor Retention & Replacement

A. Snow Removal

Board advised they have been using JC Bobcat and are happy with service. Want to keep him for snow removal.

B. Landscaping

Board advised they have been using Ladybug and are happy with service. Want to keep them for landscaping.

C. Maintenance

AE has a Service Techs and can address many issues. If outside their scope, AE has long list of contractors that have worked with over the years.

D. Gas

Board advised have been using Tiger. Every three years gas price lock for two years. Makes pricing and budgeting easier. AE will need to reach out this summer.

Board stated they would like to replace Timberline for trash. If cans, Waste Management will not back up, so they all have to go to the curb. Steven said we might be stuck. Trash pickup should be at once a week from first week of July till after Beerfest till December, then up to twice a week.

Board asked AE to investigate good bearproof cans that are more user-friendly. Renters pile trash on top of the cans. Also asked AE to be sure to check cans to see if need to be rotated on drive throughs.

4. 2021 Projects

A. Bank Retention; Boulder in Stream

Board noted they need a couple boulders placed in stream for shore retention. Leanne knows where to drop. Steven will get scheduled. JC rebuilt some banks too downstream. Has to drive across 4 O'Clock's land.

B. Water Backflow Valve Replacement – Building B

Backflow cut, failed pressure test. Thinking it is the one for the sprinkler system. Leanne says on outside of building. Ticket on right had one failed. Need to look at it on the creek side of B building.

Steven said we use High Country Waterworks. Need it fixed. Steven will get it scheduled. Leann said not happy with company that did pressure testing and don't like fire suppression company either. Think Antlers was taken advantage of.

C. Creekside Ice Dams – Building B

Leo sending bid. Will get board to approve before doing.

D. Tile Replacement – Both Buildings

We had contractor out lasts week. We have good ideas. Discussed extending wood planks in place. Those need to be water resistant. Other areas is joist but there is a drywall stairwell and the tile is moisture resistant. Will look at a wood looking tile. Functionality won't pop up. Working for longevity. Will present once have bid.

E. Trash Solutions – Enclosure, Building Extensions, etc

Board is looking at options for trash. Wondering what setbacks are, is it possible to do something between stairwell and street. Leanne said not an option on B building due to the swell. Bill said another option might be about additional couple cans somewhere. Preliminary stages for Board discussions.

F. Annual Meeting – 9/11/21

5. General Board Comments

Jeff requested a copy of signed AE agreement/contract.

The Board need a couple meetings between now and September. Typically, the board meeting is at 9am.

AE sends out the annual meeting packets. AE creates a budget and propose to the Board based on actuals. Brett said we will try to get budget done around late July and send to Board for review.

Robin Hoffman to get with Bill about keys and locks.

6. Adjournment

Randy motioned for adjournment, Bill seconded. Meeting was adjourned at 1:24 pm.