



Basecamp Shops and Residences Homeowners Association

Board of Directors Meeting Minutes

Friday, November 13th, 2020 – 12:00 PM

Remote via GoToMeeting

Virtual Attendance:

Basecamp HOA Board of Directors

- **Fred Newcomer** – President
- **Tyler Mikolajczak** – Treasurer
- **David O’Neil** – Secretary

Alpine Edge Representatives

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

1. Roll Call; Determine Quorum

The meeting began at 12:05 PM with everyone in attendance.

2. Financial Review

a. Presentation of 2021 Proposed Budget

Alpine Edge reviewed the proposed budget for 2021. The Board analyzed each line item to see where any further expenses can possibly be eliminated in efforts to minimize any dues increases.

- **Window Cleans** – It was clarified that this expense covers 1 annual exterior window clean.
- **Carpet Cleans** – No clean occurred in 2020. Alpine Edge suggests that this line item remain in the budget, but it will not be a budgeted expense for 2021.
- **HVAC Maintenance** – Basecamp’s contract with Breck Mechanical has a 24/7 emergency line in the even that the boiler goes out in the middle of the night. Quality can vary depending on which technician is online. Contracted HVAC preventative maintenance is always recommended.
- **Roof Shoveling** – Brynn Grey has agreed to pay for a large portion of roof shoveling this winter. Exact amount depends on bid procured & the amount of snow which will trigger a removal response. This expense will be eliminated as an Association expense but the line item will be kept on the budget for future years.
- **Legal** – Expense eliminated in efforts to keep dues flat

3. Updates on Action Items

Alpine Edge reviewed a few action items from the previous Board meeting.

- All common area fire extinguishers have been tested
- Each section of the heat tape is on & functioning properly
- Garage area is about to be power washed this week
- Garage door part has not yet been fixed but another mechanic will be taking a look shortly

Fred will reach out to Ankorholz to discuss options of replacing the alarm on their frontloader to some sound less disruptive.

4. Adjournment

The meeting was adjourned at 1:35 PM MST.