

**SUMMIT YACHT CLUB CONDOMINIUMS
BOARD OF DIRECTORS MEETING
January 24, 2020**

I. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

Board members present in person were JC Cox and Joy Dunphey. Jim Margolis, Deb Kirk and Kate Westhuis attended by phone. A quorum was present.

Representing Summit Resort Group was Kevin Lovett.

II. OWNERS FORUM

Notice of meeting was posted on the website and emailed to Owners.

Owners in attendance included:

Lizbeth Milagros, unit 30. Lizbeth stated that she was in attendance to listen in and primarily to hear discussion with regard to tree removal.

III. APPROVE PREVIOUS MEETING MINUTES

Upon review, Joy moved to approve the minutes from the August 19, 2019 and September 21, 2019 Board meetings; Deb seconded and with all in favor the minutes were approved.

IV. FINANCIAL REPORT

The Financial report was presented as follows.

Year to date financials:

December 2019 close financials report \$31,610 in Operating and \$26,943 in Reserves.

The Profit and Loss statement reports \$31,992 of actual expenditures vs. \$32,044 of budgeted expenditures.

2018-19 Tax return:

The 2018-19 fiscal year end tax return was presented. It was noted that \$0 was owed. Upon review, Joy moved to approve the tax returns for filing; JC seconds and the motion passed.

Capital Reserve Plan:

The Capital Reserve Plan was reviewed. It was noted that there are expense allocations for exterior touch up painting and asphalt repairs. Painting and asphalt needs will be reviewed in the Spring.

V. ACTIONS VIA EMAIL

Upon review, Deb moved to ratify the following action completed via email:

1-4-19 Violation reporting form; under discussion

12-30-19 Unit electrical breaker panels; under discussion

12-23-19 Unit 42 hearing minutes; approved

12-10-19 Tree removal survey of owners; approved to send

11-18-19 Back in parking signage addition; approved

9-17-19 Landscape stair replacement; approved
Kate seconds and the motion passed.

VI. OLD BUSINESS

The following Old Business items were discussed:

-Completed items:

- Landscape stairs repairs completed
- Concrete sidewalk patching completed
- Fireplace cleaning and inspections; majority of units completed, and reports sent to owners. SRG is working to schedule the final few inspections.
- Signage install (no “backing in/ no puffing”) completed
- Annual water backflow testing completed with results pending
- HB-1254; The annual HB 1254 Management fee disclosure was presented.
- Conflict of Interest Policy; The Conflict of Interest Policy was presented and reviewed by the Board Members.
- Annual Disclosure; It was noted that the Annual HOA document disclosure is made by way of including notice in annual owner meeting notice and post annual owner meeting mailer, as well as in other mailers, that all HOA documents are on the Summit Yacht Club website.

VII. NEW BUSINESS

The following New Business items were discussed:

- A. Unit electrical panels: Individual unit electric panels are the maintenance and replacement responsibility of the individual Owner. In efforts of safety, an electrician was hired to view a few of the unit electrical panels. In one unit, a “Federal Pacific” breaker panel was found. This panel has a history of failure. As this is a potential safety hazard for all units, the Board of Directors is requiring that all units with the Federal Pacific breaker panel must replace their panel with a new panel by September 1, 2020. An electrical permit is required for each unit needing replacement. The following plan was established:
- A mailer will be sent to all Owners at Summit Yacht Club presenting the Federal Pacific panel to include a photo and history of failure of this panel and the safety concern.
 - Owners will be required to inspect their unit to determine if they have the Federal Pacific panel.
 - Owners that have the Federal Pacific panel will be required to replace their panel and breakers by September 1, 2020.
 - If an Owner fails to replace their Federal Pacific panel by September 1, 2020, The HOA will replace the panel for the Owner and rebill that Owner all expenses to include a project coordination fee.
- B. Comcast renewal, survey; The Comcast Bulk TV Agreement is scheduled to renew this year, 2020. Comcast has presented a renewal proposal to include the optional addition of internet. A survey has been created and will be sent to the Owners with responses due March 1, 2020. Then, the Board will review survey results and make decision to proceed.

C. Trees, Trimming/ removal; The Board reviewed results from the tree removal survey. Upon review, Kate moved to proceed with tree removal as marked; Deb seconds and the motion passed 4-1. SRG will coordinate removal.

D. House Rule Revisions: The Board reviewed the House Rules and discussed the following sections for possible revision:

-Vehicles.

1-5; A possible revision to clarify "... wider than a normal car" was discussed. Upon discussion, the Board agreed that no revision would be made at this time, however, a future project of counting existing parking spaces, measuring and restriping with the goal of establishing spaces of the same size would be pursued.

1-8; A revision to correct reference to bylaw 18.11 was discussed. Upon review, all agreed to change the reference from "... The Covenant and Rule Enforcement Policy dated April 21, 2006..." to instead reference "bylaws section 18.11".

1-9; A revision to split "puffing" and "must park front bumper in" into two separate rules, instead of being lumped into one rule. Upon discussion, the Board agreed to complete the "split".

-Common Areas.

2-3; A revision was discussed to add that infractions are to be reported using the rule infraction complaint form. Additionally, further discussion took place to "move" section 2-3 statement to the House Rule Document "preamble". Upon review, the Board agreed to make this change.

- Rentals.

3-8; An addition was discussed to include adding firewood storage guidelines to this section; upon review, the Board agreed to complete this addition.

3-10; A revision was agreed upon to include addition of "via complaint form"

3-11; A revision to remove the "tax rate percentages stated". Upon review, all agreed to remove the "tax rate percentages quoted" as the Summit Yacht Club HOA does not have jurisdiction to govern state of Colorado / Town of Dillon taxes. All other requirements will remain in this section as written.

- Pets; Leashes

4-2; A revision to establish a "timeframe" in which pet waste must be removed. Upon discussion, it was agreed to require pet waste to be picked up within 1 minute.

4-3; A revision was discussed to clarify the "leash" rule. Upon discussion, the Board agreed to state that all pets must be on leash no longer than 6 ft and electronic leashes/ shock collars are not acceptable leashes.

Upon discussion of the above, the Board agreed to incorporate rule changes and distribute to Owners for review and comment. The revised rules will be considered for adoption at the next Board of Directors meeting.

- E. Rule 3-12; The Board and Management discussed rule 3-12. It was noted that an informational request form will be sent to all owners each year along with the annual owner meeting notice in order for owners to send in updated information.
- F. Rule violation “reset”; The Board discussed “resetting violations”. The theory behind this is that either each year (January 1) or after 12 months of “0” violations, an owner’s previous violations would be “erased” and thus the fine enforcement policy would start back over at “a warning”. The HOA attorney will be contacted for opinion.
- G. Rule Complaint form, “formal vs informal” rule complaints; The Board discussed implementing usage of an official rule complaint form. Owners wishing to file an official rule violation complaint must utilize, fill in and submit the “official” rule complaint form. Owners wishing to file an “informal” complaint may do so by sending an email not utilizing the official form; however, informal rule violations may be handled on a less formal basis for correction (such as a simple email / phone call to the alleged violator and without resulting in an officially logged violation). This will be included in the House Rules revised preamble. The Board reviewed the form and approved for presentation to the Owners and agreed that “section 5” of the form would be for “office use only”.
- H. Parking permits, rules printed on “backside”; The Board and Management agreed that during the next distribution of parking passes (valid beginning December 1, 2020) a series of rules will be printed on the “backside” of the parking permit for regular viewing and reminder.

IX. NEXT BOARD MEETING DATE

The next Board of Directors meeting will be held in April 2020; SRG will pool the Board for Dates on March 1st.

X. ADJOURNMENT

The meeting was adjourned at 6:27 p.m.

Approved: _____ 4-24-20 _____