

**BEAR'S DEN CONDOMINIUM ASSOCIATION
BOARD OF MANAGERS MEETING
July 19, 2019**

I. CALL TO ORDER

The meeting was called to order at 11:15 a.m. in Unit A8.

Board members present were Doug Stein and Will Bodmer.

Owner Jim Annunziata was a guest at the meeting.

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

II. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Doug Stein moved to approve the July 2, 2018 Board Meeting minutes as presented. Will Bodmer seconded and the motion carried.

III. FINANCIAL REPORT

A. 2019 Year-to-Date Operating Account Summary as of June 30, 2019

Gary Nicholds reviewed the financial reports.

Balance Sheet:

1. Operating Cash - \$1,600
2. Reserve Cash - \$53,153
3. Total Cash - \$54,753

Profit & Loss:

1. Operating – \$15,965 deficit. General Building Maintenance was \$1,980 unfavorable to budget, Repairs & Maintenance was \$1,229 unfavorable to budget, Snow Removal Plowing was \$1,267 unfavorable to budget, Snow Removal Roof was \$2,081 unfavorable to budget and Snow Removal Shoveling was \$2,010 unfavorable to budget. Utilities Electricity was \$3,673 unfavorable to budget due to heating the garage without a garage door and operation of the heat tape.
2. Reserve - \$4,097 deficit.
3. Overall – \$20,062 deficit.

There were no owner delinquencies.

Motion: Doug Stein moved to approve the financial report. Will Bodmer seconded and the motion carried.

IV. PROPERTY MANAGER'S REPORT

A. *Landscaping & Weed Eating*

There are a few more dead trees. There is no budget for landscaping. The Board authorized trimming the grass and weeds a couple of times per summer and cutting down the dead trees.

B. *Internet/TV*

The Association is not providing internet or cable. Owners are paying for their service individually.

C. *Garage Door Repair*

The garage door has been repaired and the replacement cost was covered by insurance. The new sensor is a bit less sensitive and may need to be adjusted.

D. *Garage Clean Out*

A professional company was hired to clean the garage this spring. They did a good job. All but one car was moved. This service will be included in the budget for next year.

Doug Stein said Summit Oxygen is disposing of pallets in the dumpster, which often fills it during busy periods, or leaving them next to the dumpster in the shed.

Motion: Doug Stein moved to have Basic Property Management send the owner of Summit Oxygen a letter informing him that pallets cannot be disposed of in the dumpster. Will Bodmer seconded and the motion carried.

The Board agreed not to pursue addition of a man door on the dumpster shed.

E. *Garage Concrete Project*

The contractor has not yet provided a start date.

Action Item: Basic Property Management will contact him this week.

F. *Turner Morris - Leaks*

The roof was inspected and minor maintenance was completed. There was a leak from on the back side of Building B into Units B4 and B5. It was caused by a large icicle. The area will be watched next year. Turner Morris provided a proposal for preventative maintenance at a cost of \$1,712. It would include new caulking, cleaning the gutters and minor repairs. Will Bodmer thinks the inspection may have occurred this spring.

Motion: Doug Stein moved to approve annual inspection by Turner Morris with minor maintenance at a cost of \$1,712 for a five-year term and fixed price. The inspection should be done in September or October with a report to Basic Property Management and a copy to the Board President. Will Bodmer seconded and the motion carried.

G. *Lock Box*

Gary Nicholds requested permission to install a lock box by the boiler room. There were no objections.

H. Fire Suppression Pipes

Some of the fire suppression pipes are starting to rust. There have been some small leaks on the south end. The pipes will need to be replaced at some point in the future.

Action Item: Basic Property Management will have the leaks repaired.

I. Landing at B Building

The corners of the landing will be repainted yellow.

J. Declarant Parking Spaces

The spots in the garage used to be Declarant spaces will be labeled "No Parking".

V. OLD BUSINESS

A. Landing Security

The landings are not secured. The Board discussed adding locks to the double glass doors. Another option would be to put a keypad lock on the stairwell door and some sort of code lock on the elevator.

Action Item: Jason Blarjeske will follow up with the locksmith about a keypad lock for the double glass doors.

VI. NEW BUSINESS

A. Stucco Repair

Will Bodmer will be fixing the gutter that is causing the stucco damage by Jim Annunzio's unit.

Action Item: Basic Property Management will arrange for stucco repairs after the gutter has been addressed.

B. Board Constitution

There was discussion about increasing the Board to five members if there are owners interested in serving.

Motion: Doug Stein moved to appoint Travis Pullen to the Board to serve the remainder of Sara Boyd's term (three years). Will Bodmer seconded and the motion carried.

VII. SET NEXT MEETING DATE

The next Board Meeting date was set for Monday, September 23, 2019 at 4:00 p.m. The Annual Meeting was rescheduled for Monday, December 2, 2019 at 4:00 p.m.

VIII. ADJOURNMENT

The meeting was adjourned at 12:32 p.m.

Approved By: _____ Date: _____
Board Member Signature