

**Minutes of the Lodge at Suncadia Residential Condominium Association
Board of Directors Regular Meeting
May 20, 2019
141 Firehouse Road**

Call to Order

The meeting was called to order at 9:10 am

A quorum was present with the following directors in attendance: Gary Kittleson – President; Jim O'Donnell – 1st Vice President (by telephone); Jason Fay- Secretary; Brian Jacobson– Treasurer; Shanna Tomko – 2nd Vice-President

Other attendees: Management: Michael Bennett - Community Association Director; Brain Horstman – Director of Finance; Neal Tackett – Operations Manager, Brian Lee – Resort operations.

Owners: Doug Spear, Mr. & Mrs. McCaslin

Owners Forum: No comments

Approval of Minutes

The Minutes of the February 18 2019 Regular Meeting were approved as distributed.

Treasurer's Report

Brian Horstman presented the Treasurer's Report which will be filed with these minutes.

The Income Statement was reviewed with some questions concerning cable television cost increases (10% year to date).

The Board also requested copies of the current Cable Contract for information on cost containment and / or rate increase provisions going forward.

Insurance renewals will occur in September, 2019 and staff will be presenting renewal options to the Board at the next meeting.

Brian gave an update on capital projects. Reserves are funded per the reserve study.

The collection report was given.

The Independent Auditors Report was presented and reviewed By Clifton, Larson, Allen (Stacy Short). The firm issued an "Unmodified Opinion" (Clean opinion) and thanked the Board and staff for their cooperation and professionalism. The Board approved the audit findings, pending a few minor typographical amendments.

Management Report

Michael Bennett gave the Management report. A copy will be filed with these minutes.

Kitchen should be back in service late June to early-July.

Unfinished Business - Management will order a sample of balcony furniture to show to hospitality management and the Board by the next Board meeting. If approved, this will be the standard for balcony

furniture. Owners would be allowed to order from these standard pieces to replace balcony furniture as needed at their own expense. The Board asked for additional options closer to the design and appearance of the existing balcony chairs and asked for this task to be given back to Property Management.

The Board discussed improving indoor parking area communication and signage. (Owner / resident parking permit required). Also, access control and tracking of underground parking use was also discussed. President Kittleston reminded all that the parking facilities are under the care and control of Hospitality Operations and not the Owner Associations.

Secure Internet System. Previous meeting decision was postponed pending more data. Board will look at increase of bandwidth.

Owner Forum –

Owners (McCaslin- Unit L3066) discussed the following:

- Lodge stairwell cleanliness in several areas needs attention.
- Doggie Bag Stations need repair / replacement.
- Bicycles are being brought into the Lodge and into units.
- Guest laundry room, bed and bath linens for resort use, onsite and offsite rental management companies should be taken offsite and not laundered in the Lodge guest laundry room.
- Pet towels near exit door need replacement.
- Consider keylock access for guest laundry room.

New Business

After completion of the Audit and issuance of the statements, the Board will consider whether there is excess operating cash allowing for a transfer of some of the cash to the Reserve account. The Board will consider this decision later in the year as additional financial results are realized.

The meeting adjourned at 11:22 am. Next meeting is August 12, 2019

Submitted:


Jason Fay, Secretary

8/12/19
Date

Management Report May 2019

Master

1. Ongoing tasks (Both Master and Residential)
 - a. Regular communications and unscheduled inspections of the Lodge, along with the monthly inspections.
 - b. Custodial and maintenance contracts being monitored.
2. Completed

- a. Changed Fire system monitoring contract
 - b. Replaced Fire Extinguishers
 - c. Added Enhanced Recycling Trash Container at Lodge Entrance as test.
 - d. Elevator Lobby décor enhancement installation of stained glass art panels.
 - e. Replacement of Trash Compactor
3. In Process
 - a. Reviving recycling efforts
 - b. Addressing insurance claim issues
 - c. Exterior window washing scheduled June 3-7
 4. Planning
 - a. Revision of air flow system at chiller – Hire a consultant

Residential

1. Completed
 - a. Replaced Fire extinguishers
2. In Process
 - a. Refrigerator and Washer Hose replacement