

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

Call to Order

The meeting was called to order at 8:05 am

A quorum was present with the following directors in attendance: *Gary Kittleson -President and (By phone) Jim O'Donnell - Secretary/Treasurer - (absent-Hank Thiess- Vice-President)*

Other attendees: Management: Michael Bennett - Community Association Director; Brian Horstman – Director of Finance; Neal Tackett – Operations Manager

Owners: Doug Spear

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. Brian gave an update of the Lodge Fire insurance claim and payment processes. Gary and Brian also discussed the accounting procedures for the insurance proceeds. Brian also presented Association related expenditures and the income statements and reserve statement.

The capital plan was reviewed as follows:

- Porte Cochere was painted prior to January 1
- Trash Compactor was replaced this summer.
- Five (5) Bollard lights were ordered and will be installed.
- Jim O'Donnell advised that Property Management for his Lodge Unit (L5051) had a new, upgraded hallway door closer mechanism installed to insure wind will not violently close the hallway doors. Owner Doug Spear is also interested in having the same closer mechanism installed and we will ask

Reserves are funded.

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 amendments.

Management Report

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

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

New Business - none

The meeting adjourned at 9:00 am Next meeting is August 12, 2019

Submitted:



Jim O'Donnell, Secretary

8/12/2019

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