

**TELLURIDE LODGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
February 11, 2019 AT 4:00 PM**

MINUTES

CALL TO ORDER

President Lynn Sherlock called the meeting to order at 4:03 pm. A roll call was taken and a quorum declared.

Present in Person: Lynn Sherlock

Via Phone Conference: Carl Luff, Greg Batie, Matt McEvoy & Andrea Rike

Staff: Karyn Marolf, Office Manager & Curtis Marble, Maintenance Manager

Approval of Minutes:

Motion by Andrea Rike to approve the December 11, 2018 board meeting minutes 2nd by Carl Luff, a vote was taken and all were in favor.

A motion was made by Greg Batie to approve the December 20, 2018 special board meeting and 2nd by Carl Luff. All were in favor.

REGULAR SESSION

Review and Discussion of 12/11/2018 meeting:

- a. **Unit 527-Structural and electrical inspections:** Lynn Sherlock, Curtis Marble and M.J. Guarrero were present during the December 18, 2018 inspection with Power Logic Electrical. A licensed electrician checked all electrical service to Unit 527 and found all exposed wires in kitchen and basement were live. All breakers were turned off with the exception of the boiler unit breaker.
On December 14, 2018 Jack Gardner of Telluride Engineering checked the Unit, and he reported that it does not appear that any new demolition nor framing has occurred, nor has the existing temporary post and bracing condition worsened since his last observation approximately one year ago. Roger Sagal, Lynn Sherlock and Curtis Marble were present during inspection.

Review and Discussion of 12/20/2018 Special Board Meeting:

- a. **Revising Renovation Guidelines:** Past president, Hallie Simpson, did a draft that updated the Renovation Guideline back in 2015. Lynn and Greg volunteered to review the draft and send suggested changes to the board for comment. Lynn has asked

Attorney Ken Golden to send his suggestions on the Guidelines. Once Lynn receives these suggestions she will send them to the Board. Greg suggested we consider a “conditional” approval letter after board approval for owners with renovation requests for city permit purposes only. A “Final” letter of approval would be issued by the board upon receipt of the city building permit and all other items on the renovation checklist being completed. No work would be allowed prior to the final approval letter being submitted.

Greg also noted that the 2008 renovation guidelines require a surety bond and this requirement has never been implemented. He also felt that either the surety bond be required or removed from the guidelines. It was agreed that Lynn or Karyn would look into the requirements of a surety bond and report at next meeting.

- b. Two vacant Board positions:** The board has lost two board members and the bylaws state that the Board can appoint two members to fill these seats or wait until the annual meeting in July and let the members vote on filling the two open seats.

A motion was made by Carl Luff to wait until the annual meeting to fill the vacant seats, 2nd by Matt McEvoy. All were in favor.

Lynn Sherlock, Greg Batie and Matt McEvoy’s terms expire this year. Lynn asked that these board members be thinking about whether they want to run for another 2-year term.

- c. Unit 527 Mediation Settlement Agreement – update:** As of part of settlement agreement unit 528 agreed to purchase unit 527. The closing is set for February 15, 2019.

Unit 508 and 516 construction deposit refund: Curtis and Lynn did walk throughs for Units 508 & 516 and reported they found no reason not to refund their construction deposits, and Karyn was directed send refunds. Karyn reported that refunds to both units have been issued.

Spectrum HBO: Lynn was finally able to get Spectrum to add HBO back onto the bulk account service.

Maintenance Manager Report-Curtis

- a. Unit 327 remodel:** The new owners of unit 327 were required to do asbestos mitigation. The asbestos has been removed and an air quality test is scheduled for Tuesday. Curtis will ask for the copy of the test to be put on file in the office.
- b. Units 513, 519 & 510 deck complaints:** There has been a complaint on the items stored on the decks of 513 and 519. Curtis has contacted both owners making them aware that the items stored on their decks are against the TL house rules. The new owners of Unit 510 have a doghouse stored on their deck. Karyn will send a letter to all three owners with a copy of the house rules. The rules state that owners can be fined \$50.00 a day for failure to clean up decks. There were concerns that Unit 513 needed a building permit. The town Building Department determined that the scope of work being done did not require a permit.

- c. **Unit 510 Water Issue:** Part of 510's unit was originally a Telluride Lodge storage space and it has been a challenge for years to keep water from running in to that space. This year with all the snow it has been exceptionally difficult. The new owners of Unit 510 have been working with Curtis to try and find a solution. Curtis feels the wall and concrete will need to be removed and redone. This project is considered an emergency and has been estimated at around \$10,000 to fix. Curtis will be looking into a solution and hard cost.
- d. **Hot Tub Issues:** Curtis reported that the hot tub has been abused a lot this winter with several large groups of college kids using the facility. It was suggested a security camera be installed. The draw back with that option is who is going to watch it and try to figure out who the abusers were and where are they staying. It was suggested a security camera sign be installed as a deterrent. It has been a challenge to keep the water temperature where it should be. One option is to replace the boiler with a bigger one.

Office Manager Report-Karyn Marolf

- a. **Past due accounts:** Unit 306 is 90 days past due. Karyn will call and if not brought current a past due payment letter will be sent.
- b. **Cash balance report:** The cash balance for TL as of January 31, 2019 was \$261,983.00.
- c. **Budget to Actual Report:** TL is now is half way through their budget year August – January. The budget versus actual for the most part is right where it should be. TL had to transfer from saving to operating to cover unit 527 legal issues and for the metal siding budget item. Line items over budget -Fire extinguishers, 527 legal fees, sewer repairs, and driveways and parking upgrade north end of 500 building.

Employee review committee report: Greg, Carl and Andrea volunteered to form an employee review committee. Greg sent out an email outlining his thoughts concerning employee job descriptions and review process ideas to the committee. Carl apologized for not responding to Greg's review. Andrea felt the job description list was a good idea in the case of an emergency should something happen to Curtis or Karyn. That way the Telluride Lodge Board would have a good idea of their duties. After discussion Greg withdrew from participation in the committee and the development of employee job descriptions, responsibilities, and a review process due to lack of support from the board.

New Business:

- a. **Set annual meeting date:** The annual meeting date needs to be set as owners who rent short term need to make arrangements with their rental companies if they plan to attend the meeting. The Board all agreed that Saturday July 20, 2019 would be the annual meeting date. Karyn will send out a save the date to Telluride Lodge homeowners.

Other: The parking issue with San Miguel Building and Spa is still not resolved. Matt said he would make a call and give an update at next meeting.

Set Next Meeting Date: Monday March 18,2019 @ 4:00 p.m.

ADJOURN: A motion was made by Matt McEvoy to adjourn the meeting. Andrea Rike

seconded the motion. All were in favor and the meeting was adjourned at 5:25 p.m.