

**TELLURIDE LODGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 10, 2020 AT 6:00 PM**

**MINUTES**

**CALL TO ORDER**

President, Greg Batie called the meeting to order at 6:03 p.m. A roll call was taken, and a quorum declared.

**Board Members Via Phone Conference:** Greg Batie, Pam Bennett, Emily Burns, Carl Ebert, Andria Rike and Andrew Davis. Carl Luff was absent, and Pam Bennett had to leave early.

**Present guests via phone:** Carrie Koenig and Carol More

**Staff Via Phone:** Karyn Marolf, Office Manager, and Curtis Marble, Maintenance Manager

**Approval of Minutes:** Motion by Carl Ebert to approve the January 13, 2020 minutes with one change. It was noted that Andrea Rike was not present at the January 13, 2020 meeting. The motion was seconded by Andrew Davis. All were in favor.

**REGULAR SESSION**

**Review and Discussion of January 13, 2020 meeting:**

**President's Report:** Greg Batie noted that the Board needed to elect a new secretary now that he had been elected president, Greg briefly reviewed the responsibilities of the position and requested for board members to let him know if they would be willing to hold the position for the remained of the year. Greg then tabled this issue until next meeting. Greg then explained that he wanted board members and staff input on the meeting agenda and would send the agenda out to the board members and staff for input 10 days prior to each board meeting. Greg then gave a brief history of his work and board experience prior to retiring and joining the association's board. Greg's goals for the next 6 months are to work on a reserve budget, update and ratify the Renovation Guidelines, ratify the Governance and Procedures Policies written and proposed by Tom Kennedy, staff oversight and communication, and board discussion and enforcement of current HOA written policies and rules. The staff was also asked to inform the board of any and all issues at every meeting. Greg also set a goal to establish better communication between owners and the board and to help achieve this goal to create and sending out a quarterly newsletter to all owners.

- a. **Renovation Guidelines:** Greg Batie thanked Emily Burns and Pam Bennett for sending their suggestions on the draft renovation guidelines. Greg went over the draft page by page, got feedback and input for all board members, and hopefully noted all changes to the revised draft of the Renovation Guidelines. It is Greg's goal is to approve the new guidelines hopefully at the next meeting. Greg also will meet with the association's attorney to clarify unresolved issues and legal questions raised by board members. Carol More made a suggestion regarding renovation starting time for major projects that would involve open walls that she would like to see put in the Guidelines. Greg asked her to send it to him in writing.
- b. **Governance Policies and Procedures/Fines:** The Telluride Lodge Declaration Section 6.9 requires Telluride Lodge to adopt good governance policies. The draft of a good governance policy that Tom Kennedy sent to the board after some issues were discovered over the past two years. Some board members feel the new proposed Governance Policy and Procedures are too long and too complicated, but that it does lay out the necessary procedures for enforcement of fines. Greg asked that all board read this document by the next meeting so that it could be discussed in detail and possibly acted upon. Greg will try to meet with Tom Kennedy before the next meeting to clarify some questions and report our attorney's responses to questions about this document back to the board before the next meeting.
- c. **Reserve Study:** Thanks to owner Carrie Koenig for reaching out to realtors and getting feedback on reserve study companies. Karyn also reached out to an HOA manager and received feedback on reserve study companies. The board expressed their concerns of just what a reserve study company would offer for the money and whether it was needed. Greg and Karyn will try to reach out to some of these companies and find out what services they offer, their total costs, and what they will need from the HOA staff in order to put together a study. Karyn has put together some past cost of capital items and Curtis is working on a schematic of the water, sewer, electric and gas lines and estimated costs. This is tabled until the next meeting.
- d. **Communication with Owners:** Curtis reported that a few owners express their dislike of the no trespassing signs that he put on the hall doors, but he would not report which owners complained.
- e. **Complaints/Owner Issues Log:** Parking continues to be an ongoing issue.

- f. 513/514 Renovation:** Kevin Preble the owner of 513/514 submitted new drawings via email and hard copies were dropped off at the office on the day of the board meeting. These plans were revised per the board's request from his last proposal with the exception of dimensions on the attic space and his intended use of that space. Curtis noted that he was okay with approving this new plan but noted that Kevin did not denote the planned usage of the add the space above the breezeway in the drawings. Curtis believes and reported to the board that this was due to a misunderstanding between Kevin and Curtis. Curtis noted that Kevin would like to have the current storage space above the attic included in his plan. This storage space above the breezeway had been used by the old owner of 514 before Mr. Preble took ownership. This space above the breezeway is shared with unit 512 who has done a map amendment and owns their half of that space. In the past this space has always been offered to the unit next to it. Some owners and board members feel this space should be sold to owners and not given for free even though they will pay additional dues based on the expanded space of the unit. That is an option moving forward but as of date the purchasing of space has not been put into the renovation guidelines and cannot apply to this plan.

**Andrew Davis made a motion that the board approve the new plans with the attic space above the breezeway included contingent on the owner adding this space to the plans to include dimensions and proposed use of space. The updated plans are to be resent to the Telluride Lodge board prior to getting a letter of approval. The motion was seconded by Andrea Rike and the motion passed with a roll call vote. Andrea, Carl E, Andrew, and Emily all voted in favor of the motion.**

### **Maintenance Manager Report-Curtis Marble**

- a. Snow removal/Cost update vs. budget** –Snow removal is within the budget as of the meeting date.
- b. Parking issues:** Curtis continues to walk around and notice cars without parking permits
- c. Hot tubs security camera and Trespassing issue:** Curtis has installed a security camera for the spa and learning how to operate it. Curtis has found a new person to open and close the hot tubs on weekends.

The trespassing signs are put up.

## **Office Manager Report-Karyn Marolf**

- a. A/R report:** Karyn sent an A/R report as to January 31, 2020 to the board. There are 2 units in the 60 day past due.
- b. Cash balance report:** The cash balance for Telluride Lodge as of January 13, 2020 is \$216,000.
- c. Budget vs Actual:** As of January 31, 2020, Telluride Lodge is now 6 months into the annual budget. Most accounts are within budget with the exception of tree removal, sewers and office equipment. The office computer had to be replaced.
- d. Computer issues:** The new computer is done and ready for Karyn to pick up.
- e. Owner Complaints or issues:** Karyn had none to report.
- f. Date for annual meeting:** Karyn asked that the board be thinking of a date for the July 2020 Telluride Lodge annual meeting. The two choices are July 18 or July 25, 2020. It was decided that the 2020 Telluride Lodge annual meeting would be Saturday, July 18th.

**Andrew Davis made a motion that the 2020 Telluride Lodge annual meeting be held Saturday, July 18, 2020. It was seconded by Andrea Rike. All were in favor.**

**Financial Report-Treasurer** – Carl was unable to attend meeting. The treasurers report was tabled until the next meeting.

## **Other Business**

**Meeting recap/Next Meeting Date: March 09, 2020 @ 6:00 p.m. Telluride office or via conference call**

**ADJOURN: Motion by Carl Ebert to adjourn meeting. Seconded by Andrew Davis. All were in favor and the meeting was adjourned 8:59p.m.**