

**TELLURIDE LODGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
March 09, 2020 AT 6:00 PM**

**MINUTES**

**CALL TO ORDER**

President, Greg Batie called the meeting to order at 6:05 p.m. A roll call was taken, and a quorum declared.

**Board Members present:** Greg Batie & Carl Ebert

**Board Members Via Phone Conference:** Pam Bennett, Emily Burns, Andrea Rike & Carl Luff. Andrew Davis called in at 6:33.

**Present guest:** Carrie Koenig, Bill Langford, Melissa Bassett and Brad.

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

**Approval of Minutes:** Motion by Carl Ebert to approve the February 10, 2020 minutes. The motion was seconded by Andrea Rike. All were in favor.

**President's Report & Board Introductions (Carl Ebert, Emily Burns, and Andrew Davis):** Greg Batie introduced himself at the last meeting and gave a brief introduction. Greg has asked Carl, Emily and Andrew to give a brief introduction of themselves and explain why they ran for the board.

Carl Ebert is the owner of unit 307 and his family has been long-time locals of Telluride. Carl is retired from Fidelity Investments and he spends a lot more time in Telluride now. Carl chose to run for the board as there were several vacant spots, and he felt he had time to contribute in dealing with the current issues that need addressed as a board member.

Emily Burns is owner of unit 527 & 528 and she was living in Durango until just recently when she and Andy and their two children moved to Colorado Springs where she is a full-time medical physician. Emily's unit 528 was involved with the lawsuit with unit 527, and she wanted to serve on the board to help get the current policies updated.

Andrew Davis was not present at time of introductions.

## REGULAR SESSION

### Review and Discussion of February 10, 2020 meeting:

- a. **Review Tom Kennedy Meeting:** Greg reported he had an hour meeting with Tom Kennedy and took a list of questions. Tom was explicit that TL understands that Declarations take precedence over all other policies/guidelines and we need to make sure that all policies are in line with the Declarations. Greg asked about the governance policy as it lengthy and in depth. Tom explained that he wrote the governance policy, and admits it is lengthy, but he wanted to make sure nothing was missed. This policy will give TL the foundation it needs to assess fines when rules are not followed. Having a fine system in place is essential before we can enforce rules. Greg also brought up the idea of a quarterly newsletter to inform our owners, comments by all were in favor, Melissa offered to edit.
- b. **Elect Board Secretary:** At the last meeting Greg Batie asked the board members if anyone was interested in taking the Secretary position. Greg met with Carl Ebert and Carl volunteered to accept the Secretary position.

**Pam Bennett nominated Carl Ebert for the Secretary position for the remainder of TL's fiscal year. 2<sup>nd</sup> by Andrea Rike All were in Favor.**

- c. **Renovation Guidelines:** Greg Batie made the changes to the renovation guidelines from last meeting. Greg sent the draft to all the board to read. Greg asked the board if everyone had read the renovation guidelines. Emily would like to see more clarification when two units remodel at the same time and the remodel affects both parties (top floor vs bottom ceiling issues). Greg will work with Emily on the wording. Greg will reach out to Tom Kennedy for clarification when a renovation includes two units that share a joint floor/ceiling.

Greg discussed with Tom Kennedy the issue of surety bonds. Tom said it is a standard request with other associations that a collateral or performance insurance policy of 25% of a project's cost is required.

Carrie Koenig and Melissa Bassett expressed their dislike of fences. Bill Langford suggested that fences be addressed separately from the renovation guidelines, and only building permit projects be in the guidelines. It was agreed that fences should be removed from the guidelines, and fences will be addressed later in a separate document. Pam Bennett suggested a renovation guideline workshop meeting be held to finalize the renovation guidelines.

Greg will make wording changes and send to the board before the next meeting.

- d. Governance Policies and Procedures/Fines:** The Telluride Lodge Declaration Section 6.9 requires Telluride Lodge to adopt good governance policies that were written by Tom Kennedy. Tom feels very strongly it is needed to protect the association. It is good business practice and once approved a fine procedure to assess fines can be developed.

The board members expressed that they are all in full support of adopting the good governance policy.

**Motion by Carl Ebert to adopt the good governance policy. 2<sup>nd</sup> by Pam Bennett. All were in favor.**

**Motion by Carl Ebert to direct Tom Kennedy to draw up a compliance agreement for Telluride Lodge. 2<sup>nd</sup> by Pam Bennett. All were in favor.**

- e. Reserve Study:** Greg Batie expressed the need for TL to do a Reserve Study. Carl Luff agreed, and would like to see TL keep the cost of the study in the cost range of \$5000-\$6000. Andrew Davis would like to hire a company that could do a field assessment and see the actual TL property. Melissa Bassett explained the Reserve Study will not be perfect, but will tell TL what the estimated long-range cost are and how much money is anticipated to be put in reserves for capital projects. Melissa and Brad volunteered to look into reserve study companies/cost and report back to the board with their recommendation. Bill noted the really big issues with sewer, electric and gas lines would not be covered in this study like this.

Curtis Marble has been working on a schematic for the TL water, sewer, electrical and gas lines. He called a pipe company to get an idea of the life of the sewer and water line. It was their opinion that both were good for around 50 years. TL is currently 48 years old, so they are at the end of their life. Curtis reported that the cost to scope all the sewer lines was estimated at \$30,000. The areas that have been currently scoped have shown that over time the ground has settled and there are bellies in the sewer lines.

Curtis was asked to put in writing his best guess of the footage of each line and how many laterals there are for sewer to units.

- f. Complaints/Owner Issues Log:** The TL office received no written complaints
- g. 513/514 Renovation:** Kevin Preble the owner of 513/514 submitted new drawings via email. These plans were revised per the board's request after his last proposal that he add the dimensions on the attic space and state his intended use of that space. The dimensions on this new plan are still not correct. Greg will work with Karyn & Curtis on notifying the owner on what will be needed for this renovation to get approved.

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

- a. Snow removal/Cost update vs. Budget** –Snow removal is within the budget as of this 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 is 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.

- d. Out of Ordinary Maintenance Issues/Unbudgeted:** Curtis reported the painting contract has doubled and will need to be increased for next fiscal year if the TL wants the same amount of painting done.  
Melissa Bassett would like to see the front entrance upgraded and suggested the Board consider selling or renting unused storage space to pay for bike storage and maintenance shed.

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

- a. A/R report:** Karyn sent an A/R report as of March 31, 2020 to the board.  
There are 3 units in the 60 day past due.
- b. Cash balance report:** The cash balance for Telluride Lodge as of March 31, 2020 is \$216,000 in money market and \$8500.00 in operating accounts.

- c. **Budget vs Actual:** As of March 31, 2020, Telluride Lodge is now 8 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 Update:** Computer is done and waiting to be picked up
- e. **Owner Complaints or issues:** Carrie -Parking issues

**Financial Report-Treasurer**

**Carl Luff: no issues, all good.**

**Other Business**

**Executive Session – Accordance to 5.3.1(a) of the Governance Policy (Matters pertaining to Employees)**

**Motion to go into executive session @ 7:50 by Greg Batie, 2<sup>nd</sup> by Carl Ebert**

**Motion to leave executive session @ 8:12 by Greg Batie, 2<sup>nd</sup> by Carl Ebert**

**Meeting recap/Next Meeting Date: April 27, 2020 @ 6:00 p.m. via conference call**

**ADJOURN: Motion by Carl Ebert to adjourn meeting. Seconded by Andrew Davis . All were in favor and the meeting was adjourned 8:20 p.m.**