

**SPYGLASS TOWNHOMES AT WILDERNEST  
BOARD OF DIRECTORS MEETING  
April 7, 2021**

**I. Call to Order**

The Spyglass Condominium Association Board of Directors Meeting was called to order by Jason Randall at 4:34 p.m. via videoconference.

Board Members Participating Were:

Jason Randall, Acting President, #115  
Amy Corsinita, #81  
Madison Tomson, #53

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

**II. Approval of Previous Meeting Minutes**

Several spelling corrections were noted.

**Motion:** Jason Randall moved to approve the minutes of the September 9, 2020 Board Meeting as presented. Amy Corsinita seconded and the motion carried.

**III. Administrative Report**

*A. Financial Report as of February 28, 2021*

Madison Tomson reported that the Association was operating ahead of budget. Jason Randall thought Unit #20 had been fined but no fees revenue is reflected. Gary Nicholds said if the owner does not pay, there will be late fees and interest charged on the owner statement.

**Action Item:** Madison Tomson will follow up on the violation fees if they are not reflected in the March report.

**IV. BPM Management Report**

*A. Flat Garage Roof Heat Tape*

There are eight or nine flat garage roofs with heat tape. There is a mixture of brands and ages of heat tape and some areas are not working. There have been a few leaks. The drains connect to pipes that run through several adjacent garages. Eric Nicholds suggested complete replacement.

**Action Item:** Eric Nicholds will request a bid from Summit Electric for full replacement.

*B. Garage Doors*

Retrack inspected all the doors and provided a proposal of \$30,696 for 60 new bottom door panels. The Board would like to move forward with this project.

**Action Item:** Eric Nicholds will confirm the bid price with the contractor.

**V. Old Business**

A. *Ledger Boards*

Jason Lazlo has worked on the ledger boards in the past. The Board will walk the property to inspect the ledger boards once the snow melts.

B. *Walkways*

Any needed walkway repairs will be addressed during the Owner Workday.

**VI. New Business**

A. *Owner Workday*

The Board will schedule the Owner Workday for a day in mid-July.

B. *Owner Garage Sale*

The Board will consider scheduling a garage sale later in the summer depending on the COVID status.

C. *Exterior Painting*

The painter can schedule the buildings that were supposed to be done last year sometime in July. The cost will be \$75,000. The contractor wants to order the paint as soon as possible due to shortages. The Board authorized moving forward with this project.

**Action Item:** Gary Nicholds will discuss the deposit requirements with the contractor.

D. *Signage*

The new signage about moving cars on trash pickup days was installed between two garages. BPM will provide some parking violation stickers to the Board to be used on violators after hours.

Madison Tomson said the “Visitor Parking” signs have disappeared. This will be addressed during the spring property tour.

E. *Vent Caps*

Jason Randall said the vent caps are missing for all pipes on his roof.

**Action Item:** Madison Tomson will review the governing documents to confirm who is responsible for this element.

**Action Item:** Eric Nicholds will determine how many caps are missing and get a cost for bulk replacement.

F. *Major Maintenance Chart*

Madison Tomson volunteered to update the Major Maintenance Chart.

**Action Item:** Gary Nicholds will look for the original Major Maintenance Chart in the files.

**G. Roof Leak**

There is a reoccurring leak from Jason Randall's roof over one of the back windows.

**Action Item:** Eric Nicholds will have a contractor look at the issue next week.

**VII. Set Next Board Meeting Dates**

The spring property tour was scheduled for Wednesday, May 12, 2021 at 4:00 p.m. The next Board Meeting was tentatively scheduled for Tuesday, June 1, 2021 at 4:30 p.m.

**VIII. Adjournment**

The meeting was adjourned at 5:31 p.m.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Member Signature