

**SPYGLASS TOWNHOMES AT WILDERNEST  
BOARD OF DIRECTORS MEETING  
September 1, 2021**

**I. Call to Order**

The Spyglass Condominium Association Board of Directors Meeting was called to order by Jason Randall at 4:35 p.m. via videoconference.

Board Members Participating Were:

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

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

**II. Approval of Previous Meeting Minutes**

**Motion:** Amy Corsinita moved to approve the minutes of the June 1, 2021 Board Meeting as presented. Jason Randall seconded and the motion carried.

**III. Administrative Report**

*A. Financial Report as of July 31, 2021*

Gary Nicholds reported that the balances were \$108,085 in Operating and \$401,547 in Reserves for total cash of \$509,633. The Operating surplus was \$10,155 and the Reserve deficit was \$11,653 for an overall deficit \$1,497.

Madison Tomson commented that there was a second past due owner (account #11362) with a \$1,450 balance over 90 days.

**Action Item:** Gary Nicholds will follow up with Patti Vande Zande about collection actions that have been taken.

**Motion:** Madison Tomson moved to approve the financial report. Jason Randall seconded and the motion carried.

**IV. BPM Management Report**

*A. Parking*

One car was towed after being tagged for parking in the same spot for three weeks. BPM never heard from the vehicle owner.

*B. Heat Tape Update*

Summit Electric has recommended updating some of the electrical outlets for the heat tape. Eric Nicholds suggested supplementing the heat tape that plugs in on the flat roof with commercial grade heat tape.

**Action Item:** Eric Nicholds will contact Triangle Electric or Oscar about doing the work and keep the Board updated by email.

*C. Garage 44 & 62 Drywall Repairs*

The repairs for water intrusion have been completed. The cost was under \$1,000.

*D. Missing Numbers*

Three unit numbers disappeared during the painting project. Eric Nicholds left a message for the painting contractor but has not heard back.

**Action Item:** Eric Nicholds will order replacement numbers.

*E. Unit Garage Door 42 Repair*

RKR agreed to pay for the repair.

**Action Item:** Eric Nicholds will try to find a handyman to make the repair. If he cannot find someone, Jason Randall will approach a friend who might be able to provide a proposal.

*F. Unit 59 Garage Electricity*

It is not known how or when the line was cut. Summit Electric indicated they would have to run a new line from the unit at a cost of \$3,000 - \$5,000. The Board had previously agreed to pay half the cost and the owner was willing to pay half.

**Action Item:** Eric Nicholds will speak to Triangle Electric about this repair.

*G. Insurance*

The Association reconstruction cost coverage is \$26,250,500 with \$287/sq.ft. for rebuilding, which the insurance agent indicated was above average. Gary Nicholds said an insurance appraisal could be done by the same firm that did the last one to confirm the coverage for the structure is adequate.

**Action Item:** Gary Nicholds will request a cost estimate for an insurance appraisal.

**V. Old Business**

*A. Garage Door Repairs Community Wide*

Four estimates for different garage door styles were included in the meeting packet. The price range is \$1,500 - \$2,500. The Board will select one or two of the desired model(s) and reconsider the project in the spring if prices come down. This topic will be included on the Annual Meeting agenda.

**VI. New Business**

*A. Owner Request*

An owner sent an email to Gary Nicholds about filling in a ditch with road base. It needs to be determined if the area is owned by the Association, Metro District or is a road easement. Jason Randall said the owner should be tasked with doing the research, and submit plans and information about the contractor. The owner will need to obtain approval from the Metro District and the Board and will be responsible for all costs.

**Action Item:** Gary Nicholds will communicate with the owner.

*B. Missing Siding*

Madison Tomson said there are some areas of missing siding. Eric Nicholds thought it was repaired when the vent cap work was done.

**Action Item:** Eric Nicholds will follow up on the status of the repairs.

*C. Drywall Repair*

Jason Randall's unit needs some drywall repair to damage caused by the roof leak.

**Action Item:** Jason Randall will send photos of the damaged area to BPM.

*D. Unit Foreclosure*

Jason Randall commented that he was unhappy about the \$7,000 owner delinquency and potential financial loss for the Association. The unit is in foreclosure and has a loan balance of \$54,000, so the Association should be able to recoup the funds if the unit is sold to a new owner.

**Action Item:** BPM will follow up with Patti Vande Zande on the status of the two past due owners.

*E. Parking Fines*

**Action Item:** BPM will follow up with Patti Vande Zande on the status of collecting the parking fines.

**Action Item:** Patti Vande Zande will be asked to copy the Board on fine notices.

*F. Garage Sale*

The garage sale went well. Amy Corsinita noted that it should be advertised as a "Community Garage Sale" in the future.

**VII. Set Next Board Meeting Dates**

The next Board Meeting will be held after the Annual Meeting, which is scheduled for October 9, 2021 at 10:00 a.m. via Zoom.

Agenda items will include trimming trees, decks and garage doors.

**VIII. Adjournment**

**Motion:** Amy Corsinita moved to adjourn at 5:49 p.m. Jason Randall seconded and the motion carried.

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