

**SPYGLASS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 14, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order at 5:35 p.m.

Board Members Participating Were:

Donato Lipari

Jason Randall

Molly Tompkins

Paul Krahulec

Representing Basic Property Management were Gary Nicholds and Eric Nicholds. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. APPROVAL OF PREVIOUS MEETING MINUTES

Gary Nicholds will send the September Board and October Annual Meeting minutes to all Board members for review and approval via email.

III. FINANCIAL REPORT

Gary Nicholds will send the financial reports to the Board once he receives them. Going forward, they will be sent to the Board on a monthly basis.

IV. PROPERTY MANAGEMENT REPORT

Gary Nicholds said he would be meeting with the snow removal contractors in the next few days.

V. OLD BUSINESS

There was no old business discussed.

VI. NEW BUSINESS

A. *Parking*

There has been a complaint about owners using the guest parking spaces. Gary Nicholds thought the Board could reclassify the spaces as temporary or overflow parking. A Board member felt that some owners were abusing the use of the guest parking and was in favor of enforcing the existing rules. A suggestion was made to try to increase the number of parking spots. After discussion, the Board agreed not to make any changes to the parking for the time being. Gary asked the Board to allow management to handle policing of the spots and to forward any complaints to him so he can work with the owners involved.

B. Coupon Books

Gary Nicholds said he would like to discourage the use of coupon books since they cost \$20/unit/year. The Board agreed to provide coupon books upon request only and that the Association would cover the charge.

C. Delinquencies

A Board member asked about the status of the existing liens and debts. There are two owners on a payment plan for last year's roof assessment and dues and there are two or three units with liens. Gary Nicholds will follow up with Margarita Sherman.

D. Water Infiltration in Attic Space

There is a water infiltration issue in the attic over Jason Randall's unit. The contractor will be on site on Monday to look at it. This has been a reoccurring problem that was supposed to have been fixed. The work should still be under warranty. The moisture may be due to condensation. Jason will provide a report to the Board next week.

E. 2015 Projects

Projects scheduled for this summer include:

1. The last phase of reroofing. There is a color map that indicates the phases. Gary Nicholds will use the existing RFP to solicit bids.
2. Exterior painting and touch up on the building that was powerwashed by mistake. Peak Painting has done the painting for the past three years. The Board was in favor of using this contractor again if their bid is competitive.

F. Owner Keys

Management was given a box of owner keys. They are marked with unit numbers but it is not known if they are current. Management will contact owners with keys and determine if they are desired to be used, and if so, if the keys are current.

G. Management Questions

The Board provided clarification on the following items:

1. Rentals – Units cannot be rented short-term, with short-term being defined as anything less than nine months.
2. Pets – Owners are permitted to have two pets. Renters are not permitted to have pets.

Management will verify these two items per the current Rules and Regulations and Declarations.

H. Electrical Bill

An owner contacted a Board member regarding an increase in her electrical bill. She believes she is paying for the Association heat tape on the flat roof. The cost is \$15 – 20/month. The Board agreed to reimburse her for the expense.

I. Owner Work Day

The Board will schedule the next Owner Work Day at the next meeting. In the past, owners have been charged \$100 up front, which is refunded if they participate in the Work Day.

VII. SET NEXT MEETING DATE

The next meeting date was set previously and will be sent out by email.

VIII. ADJOURNMENT

A motion was made to adjourn at 6:45 p.m.

Approved By: _____
Board Member Signature

Date: _____

**SPYGLASS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 15, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order at 5:37 p.m.

Board Members Participating Were:

Donato Lipari, #8

Josh Shramo, #113

Molly Tompkins, #12

Paul Krahulec, #44

Owner Jenny Griffin (#66) was a guest at the meeting.

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

II. APPROVAL OF PREVIOUS MEETING MINUTES

Donato Lipari made a motion to approve the January 14, 2015 Board Meeting minutes as presented. Molly Tompkins seconded and the motion carried.

III. FINANCIAL REPORT

Gary Nicholds reviewed the year-to-date Financial Reports as of February 28, 2015.

Balance Sheet

1. Checking – \$98,700
2. Reserves - \$206,934
3. Total Assets – \$359,232
4. Total Equity – \$352,863

The Accounts Receivable report reflected a positive balance since a number of owners have prepaid their dues. Donato Lipari noted that there should be a lien on the owner with the unpaid balance of \$461.

Income Statement

1. Management Fee - \$1,787 favorable to budget due to the new contract.
2. Snow Removal - \$4,513 favorable to budget for all three accounts in total.
3. Net Income – \$62,922 actual vs. \$70,439 budget.

In light of the recent issues with fraud perpetrated by Property Managers, Jenny Griffin asked if the Board received monthly financial statements. Gary Nicholds confirmed that all Board members receive monthly reports. In addition, all checks in excess of \$5,000 require two signatures.

Paul Krahulec made a motion to accept the Financial Report. Molly Tompkins seconded and the motion carried.

IV. MANAGEMENT REPORT

A. Parking Issues Status

Gary Nicholds said he had a conversation today with an owner who has made frequent calls regarding rules violations. The following issues were discussed:

1. Parking – Gary explained how the parking situation would be handled. He will have a talk with the two owners who are habitual abusers and inform them that they will be fined if they do not abide by the rules.
2. Garage Door Repair - The owner received a bill last year for \$21 from Altitude Doors for garage door rollers. The owner thought this was supposed to be an Association expense. Paul Krahulec said owners were billed for broken rollers and weather stripping and the Association paid for tightening fixtures. The Board will follow up with the door contractor.
3. Work Day – The owner said the Board granted an exemption to an owner for the Work Day. Molly Tompkins said the owner was ill but there was a substitute to work in her stead.

B. Snow on Roofs

Gary Nicholds said snow had to be removed from the roofs due to the significant accumulation, ice dams and large icicles. Eric Nicholds recommended clearing the roofs monthly during the heavy snow months (January, February and March) or installing heat tape. The Board will need to make a decision before next winter. Gary will get an aerial photograph of the roofs and identify the problem spots.

C. Rentals and Pets

Gary Nicholds said the rule for short-term rentals was misstated during the last Board Meeting. Per the Declarations, short-term rentals are classified as 30 days or less, not nine months.

An owner contacted Gary regarding pets. Donato Lipari said owners are permitted to have two standard domesticated animals. Renters are not permitted to have pets.

D. Delinquency Update

Owner delinquencies were discussed during the Financial Report.

V. OLD BUSINESS

A. Roofing Project

The Turner Morris proposal was reviewed.

B. Work Days

The volunteer Work Days will be held on July 18 and August 11. A reminder should be sent to all owners. The Board walk through of the property will be on June 3rd. Projects for the coming year will be identified following the walk through.

C. Painting Project

Gary Nicholds will review the Major Maintenance Chart to determine how much is budgeted for painting and will forward this information to the Board.

VI. NEW BUSINESS

A. HOA Insurance

The Association policy is currently with Farmers. Gary Nicholds obtained a comparison from another broker. Gary recommended that the Board review the options, as it may be possible to obtain better coverage for approximately the same cost.

B. Asphalt Repairs

The cracks will be sealed and the asphalt will be sealcoated. A-Peak has been asked to provide a bid. There should be funding in the Major Maintenance Chart for this project. The drainage pan is on hold for another three to five years.

C. Exterior Maintenance and Projects

Projects will be identified during the June walk through.

D. Satellite Dish Clean Up

Paul Krahulec said there used to be some satellite dishes attached to the roof. They should be affixed to the fascia. There were also some abandoned dishes. These items were addressed last year.

E. General Owner Clean Up

The Work Days will be July 18 and August 11.

F. Flowers, Plantings, Flower Baskets at Entry

Josh and Karen Shramo normally taken care of the flowers and are reimbursed by the Association. They do not take responsibility for watering the basket. Molly Tompkins volunteered to water the baskets daily.

G. Common Area Lighting

Donato Lipari said there were problems with the lighting last year. Gary Nicholds said he has received one call about burned out bulbs but the lights appear to be

operating properly. Donato said the new budget should include funds for installation of new lights when the asphalt is redone. Gary was authorized to replace incandescent bulbs with LED's as they burn out.

H. Additional Parking Spaces

This project should be addressed in conjunction with the asphalt replacement. It might be possible to shorten the boardwalks to provide space for up to ten additional parking spaces.

I. Water Leak

Paul Krahulec had a water leak above his sliding door. The drywall was damaged and needs to be repaired. Eric Nicholds said there were two other units with drywall damage. He will have a contractor provide a bid for the repairs.

VII. SET NEXT MEETING DATE

The next meeting will be July 15, 2015 at 5:30 p.m.

VIII. ADJOURNMENT

A motion was made to adjourn at 6:55 p.m.

Approved By: _____
Board Member Signature

Date: _____

**SPYGLASS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 15, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order at 5:32 p.m.

Board Members Participating Were:

Donato Lipari, #8	Josh Shramo, #113
Molly Tompkins, #12	Jason Randall, #115
Paul Krahulec, #44	

Representing Basic Property Management was Eric Nicholds. Erika Krainz of Summit Management Resources was recording secretary

II. APPROVAL OF PREVIOUS MEETING MINUTES

The April 15, 2015 Board Meeting minutes will be sent out tomorrow for approval by email.

III. FINANCIAL REPORT

The financial reports were sent to the Board by email earlier in the week.

1. Units 83 Delinquency – The owners were on a payment plan but stopped paying in May. There should have been a lien filed prior to Basic Property Management (BPM) taking over. BPM will confirm the lien is in place.
2. Unit 61 – The owner is on a payment plan but has \$84 due above the plan amount. BPM will follow up with the owner.
3. Timberline – Donato Lipari negotiated a fee of about \$350/month for one dumpster and one recycling bin but Timberline have been charging \$420/month since January. BPM will follow up with Timberline.
4. Mutt Mitts – BPM ordered 8,000 Mutt Mitts for inventory. They should last about two years. The cost was \$425.

IV. MANAGEMENT REPORT

A. Parking Issues Status

The owner of Unit 56 cancelled the meeting with BPM yesterday. The meeting has been rescheduled for next Tuesday. BPM will keep the Board informed. If the owner cancels again, a letter will be sent. If there is a negative response, the matter will be turned over to the attorney. BPM has spoken to the primary offenders who park in the guest parking overnight, but in BPM's opinion, it is not really a parking issue but rather an issue for this one particular owner. Eric Nicholds was asked to keep the log updated and to bring it to Board Meetings for review. Eric asked the Board members to take pictures of the car when it is parked

in visitor parking overnight so he can use that documentation to issue fines. The photos should be sent to kerry@basicproperty.com.

- B. Roofing*
Turner Morris has started work. Mark Hubbard should be asked what will be done about the damage to the roof on Unit 44 he identified and said needed to be repaired.
- C. Painting*
Peak Painting has started painting. The color should be inspected once the paint dries to confirm that it matches.
- D. Paving*
A-Peak did some patches and will seal coat after the roofing and painting contractors have finished. Donato Lipari said the seal coating was supposed to have been done in the spring. If it cannot be done until the fall, he suggested postponing it until next spring. BPM will talk to A-Peak about their schedule.
- E. Heat Tape Reimbursements*
Paul Krahulec recommended installing heat tape in the problematic areas where ice dams tend to form. Ascent Electric will be asked to provide a recommendation and Turner Morris can install it in conjunction with the re-roofing. It was noted that owners were supposed to be reimbursed for the operation of the heat tape based on the number of linear feet but Margarita Sherman indicated she had not issued any reimbursements even going back to her tenure at Wildernest. Turner Morris will be asked to provide a map of all existing heat tape and an estimate of the number of feet tied into each circuit.

Ascent Electric will be asked to repair the conduit behind the garage by Unit 50 or 52. Paul will circulate pictures.

V. OLD BUSINESS

- A. Work Days*
The Work Day was very successful and saved the owners a significant amount of money. Projects included painting the trash enclosure, weeding and moving some small trees. There were about 20 participants. Paul Krahulec submitted his receipts to BPM for reimbursement. For the future, there should be someone available to answer the phone number listed for the RSVP and owners should be made aware that participation is voluntary, not mandatory.

Projects remaining to be completed including removal of a couple of dead pines on the property line with the duplexes and restriping the visitor's parking.

The Board agreed the August Work Day was not necessary. BPM will send notification to all owners by email.

B. Unit 115 Insulation Repairs

Serve Pro did not pull a permit to replace the insulation. The County has indicated the work will not pass inspection without a permit. The goal is to get Serve Pro to remove the insulation that is blocking the ventilation at the eaves. Turner Morris will then need to take care of the ridge vent. It probably is not under warranty. Turner Morris will be asked to look at the ridge vent when they work on the heat tape.

VI. NEW BUSINESS

A. Updated Contact List

Donato Lipari asked management to be sure the owner contact list has been updated. In particular, the information for Unit 24 is not correct.

B. Unit 45 Garage Door/Jamb

The garage doorjamb and retaining wall were fixed during the Owner Work Day. Xcel caused the damage and should have been responsible for the repairs. BPM was asked to try to contact Xcel.

VII. SET NEXT MEETING DATE

The next Board Meeting will be September 9, 2015 at 5:30 p.m. The Annual Meeting is scheduled for October 3, 2015 at 10:00 a.m. Eric Nicholds will check on availability at the Silverthorne Library, which is available at no charge. The new budget will need to be sent to all owners prior to the Annual Meeting. Eric will check the governing documents to determine how many days prior the budget must be sent.

VIII. ADJOURNMENT

Paul Krahulec made a motion to adjourn at 6:37 p.m. Donato Lipari seconded and the motion carried.

Approved By: _____

Board Member Signature

Date: _____

**SPYGLASS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 9, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order at 5:32 p.m.

Board Members Participating Were:

Donato Lipari, #8	Josh Shramo, #113
Molly Tompkins, #12	Jason Randall, #115
Paul Krahulec, #44	

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

II. APPROVAL OF PREVIOUS MEETING MINUTES

Donato Lipari made a motion to approve the July 15, 2015 Board Meeting minutes with the corrections provided in July by Donato Lipari. Molly Tompkins seconded and the motion carried.

Molly Tompkins made a motion to reaffirm the approval of the April 15, 2015 Board Meeting minutes at the Board work session. Donato Lipari seconded and the motion carried.

III. FINANCIAL REPORT

A. Balance Sheet

Margarita Sherman reviewed the Balance Sheet as of August 31, 2015:

1. Operating – \$80,889
2. Reserve – \$138,500
3. Total Assets - \$273,624
4. Total Equity - \$245,060

B. Operating Profit & Loss Statement

Margarita Sherman reviewed the Profit & Loss Statement as of August 31, 2015:

1. Operating Revenue – \$138 unfavorable to budget due to fewer Late Fees.
2. Net Ordinary Income – \$15,952, which was \$18,732 favorable to budget.

C. Reserve Profit & Loss Statement

The Reserve Profit & Loss reflected a Total Net Deficit of \$44,880, due mainly to timing of projects and the 19,620 unbudgeted expense for asphalt.

D. Delinquencies.

One did not pay last year and has a \$3,600 outstanding balance, including the current year's Special Assessment. The owner contacted Margarita Sherman about setting up a payment plan. She is willing to pay \$400/month starting in October. Margarita will try to obtain the documentation from the previous payment plan with Wildernest. If the owner was on a payment plan subsequent to the CCIOA requirement and defaulted, the next step will be for the Board to make a motion to proceed with foreclosure.

Donato Lipari made a motion to reinstate the payment plan as of October 1, 2015. If the owner defaults, the account will be turned over to the attorney immediately. Jason Randall second and the motion carried.

The next delinquent owner on the list has been notified.

Donato Lipari made a motion to accept the financial report. Paul Krahulec seconded and the motion carried.

IV. PROPERTY MANAGER REPORT

Gary Nicholds provided a written report of projects. He reviewed the following:

1. Asphalt and striping have been completed.
2. The roof shingle work has been completed. The flat roofs were started today and should be finished by Friday. The punchlist will be addressed next week. A Board member should tour the property once all work has been completed to check for damage. Gary Nicholds will schedule a joint tour.
3. Sam will start working on Monday.
4. There was a tour of Unit 56 last week. The rocks will not be changed and the bridge will not be removed. The Board will look into repairing the woodpecker holes and repainting. The window ledge will be sanded and repainted. Gary Nicholds will send the owner a letter outlining these decisions tomorrow.
5. Mark Helton will not be taking on new plow contracts this winter. Eric Nicholds will get bids from Lindsay Emore and Hilco.
6. The Turner Morris maintenance staff will add more heat tape later in the month.
7. Gary Nicholds contacted the owner of Unit 20 about his tenant's parking violation and the owner of the unit with the boat and camper. The boat and camper are supposed to be moved by the end of the month. He will put a sticker on the camper and boat.

V. OLD BUSINESS

There was no Old Business.

VI. NEW BUSINESS

A. Annual Meeting

The Annual Meeting will be October 3, 2015 at 10:00 a.m. at the Silverthorne library. Gary Nicholds will ensure that the website is updated. He will determine which Board members are up for election and term lengths.

B. Mutt Mitts

Paul Krahulec said the bag dispenser needed to be refilled.

C. Trash Vendor

Gary Nicholds has called twice about getting a smaller dumpster but has not received any response. He will also talk to the vendor about the hydraulic fluid from the truck that is staining the area by the dumpster.

D. Driveway Culvert

Paul Krahulec said there was a hole in the culvert by the entrance that needs to be repaired.

E. Water System Upgrade

Josh Shramo said the Metro District will meet next Tuesday at 5:00 p.m. at the office. All meetings are open to the public.

VII. SET NEXT MEETING DATE

The next regular Board Meeting will be set after the new Board is elected.

VIII. ADJOURNMENT

Donato Lipari made a motion to adjourn at 6:21 p.m. Paul Krahulec seconded and the motion carried.

Approved By: _____

Board Member Signature

Date: _____

**SPYGLASS CONDOMINIUM ASSOCIATION
ANNUAL MEETING
OCTOBER 3, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Annual Meeting was called to order at 10:03 a.m.

Board Members Present Were:

Donato Lipari, President, #8

Paul Krahulec, Member, #44

Molly Tompkins, Vice President, #12

Jason Randall, Treasurer, #115

Homeowner Present Were:

John Alfeld, #71

Virginia Griffin, #66

Lee & Laura Lierz, #14

Mark Matthews, #43

Janet Scervino, #85

Steve Weidenbacher, #51

Denise Linden, #54

Robert Jones, #41

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

II. CERTIFICATION OF PROXIES

With 16 proxies received and owners represented in person, a quorum was confirmed.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Steve Weidenbacher made a motion to approve the October 11, 2014 Annual Meeting minutes as presented. John Alfeld seconded and the motion carried.

IV. FINANCIAL REPORT

A. Operating Profit & Loss Statement

Margarita Sherman reviewed the Profit & Loss Statement as of August 31, 2015.

1. Operating Revenue – \$138 unfavorable to budget. There were savings in Roof Snow Removal and Management Fee.
2. Net Ordinary Income – \$15,952, which was \$18,732 favorable to budget.

Reserve revenue was within budget. There was a Reserve income surplus of \$11,299 due to increased unit sales. Reserve expenses were \$173,850, which was over budget due to the allocation and asphalt work. Total Reserve income was a \$60,000 deficit. The CD balance was \$103,450.

There was general discussion about increasing dues to cover future capital expenditures rather than levying Special Assessments. Lee Lierz felt frequent Special Assessments could devalue the property. Margarita Sherman said the allocation to Reserves has been increased in next year's budget with no overall increase to dues. It was noted that the level of dues needs to remain competitive with Associations that have pools or other amenities. The asphalt will need to be replaced in three to five years. Siding

replacement is projected in 2025 but will be reassessed. Margarita was asked to calculate how much the dues increase would have to be to avoid a Special Assessment for the asphalt project.

John Alfeld made a motion to approve the Financial Report. Mark Matthews seconded and the motion carried.

B. Balance Sheet

The Balance Sheet as of August 31, 2015 reflected an Operating balance of \$80,800 and a Reserve balance of \$138,500.

V. PRESIDENT'S REPORT

Donato Lipari thanked the owners for attending the meeting. He reviewed the following items:

1. The roofing and painting project has been completed. There are still some punchlist items to be addressed.
2. About 20 owners participated at the Owner Work Day. The work completed by the participants saved the Association about \$1,300 in labor and cost the Association about \$900 in materials.
3. There are no current plans to increase dues for next year but the Board will review the financial situation in light of the asphalt project.
4. Four units sold to date this year, providing transfer fee income.
5. The water meters will be replaced by the Buffalo Mountain Metro District at no cost to the owners.
6. The snow removal contractor from last year cannot provide service this winter. The Board is reviewing bids from three other contractors. Owners were invited to assist with manual snow removal to help reduce costs. Owners were reminded to shovel their decks to avoid problems with snow weight and dripping.

VI. BASIC PROPERTY MANAGEMENT REPORT

Gary Nicholds provided a written report of projects. He reviewed the following:

1. The size of the recycling dumpster was reduced. Starting in January, Timberline will be able to accept glass in the single-stream recycling. Until then, glass should not be put in the recycling bin. Gary will provide more information in an email blast. He noted that the Summit County Landfill is now accepting a number of items including electronics and paint at no fee for Summit County residents.
2. Owners were reminded not to leave trash outside of the dumpster. The Fish and Game Department has the authority to issue a warning, fine the Association and ultimately mandate removal of the dumpster if the Association does not keep trash secured.
3. Residents were reminded not to speed when driving through the complex. There are numerous children in the area. Owners were encouraged to call management to report violations.
4. There are some owners who repeatedly park in the guest parking spots. Gary monitors parking on a regular basis. There is a fining structure that will be implemented as appropriate. There was general discussion about how strictly the policy should be

enforced. It was noted that owners can use the guest parking in certain situations, just not habitually. Molly Tompkins said that the Board is looking at options to create more parking. Owners are responsible for informing their renters about the parking rules. Owners were encouraged to provide feedback to the Board.

Lee Lierz said Wildernest used to provide regular unit inspections. Gary Nicholds said inspections were not part of the management contract but he could provide this service upon request at individual owner expense.

VII. 2016 BUDGET RATIFICATION

Lee Lierz made a motion to ratify the 2016 Budget as presented. Steve Weidenbacher seconded and the motion carried.

VIII. ELECTION OF DIRECTORS

The terms of Josh Shramo and Donato Lipari expired this year. Laura Lierz self-nominated from the floor. Donato Lipari was willing to run again. There were no other nominations from the floor and Steve Weidenbacher made a motion to elect the two candidates by acclamation. Mark Matthews seconded and the motion carried.

IX. OWNER OPEN FORUM

Lee Lierz commented that the financials and Reserve Study should be posted on the website. Gary Nicholds was asked to have this information posted on the website with password protection. The website address is www.spyglasstownhomes.org.

Laura Lierz requested more advance notice for major projects such as deck painting. Notices posted on doors should also be removed after projects have been completed.

Lee Lierz said no notice was sent this year about the remaining \$800 due this year for the Special Assessment. Gary Nicholds will send an email reminder to owners who have not yet paid. The full balance is due by the end of the year.

Janet Scervino requested addition of a step stool by the dumpster to facilitate access. Gary Nicholds suggested keeping a 3' stick by the dumpster to prop open the lid.

X. SET NEXT MEETING DATE

The next Annual Meeting will be Saturday, October 8, 2016 at 10:00 a.m.

XI. ADJOURNMENT

Steve Weidenbacher made a motion to adjourn at 11:35 a.m. Lee Lierz seconded and the motion carried.

**SPYGLASS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 3, 2015**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order at 11:44 a.m.

Board Members Present Were:

Donato Lipari, #8

Paul Krahulec, #44

Molly Tompkins, #12

Jason Randall, #115

Laura Lierz, #14

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

II. SET NEXT MEETING AND OTHER DATES

The Board Meetings were set for Wednesday, January 20, 2016, April 20, 2016, July 20, 2016 and August 31, 2016. The Annual Meeting will be held on Saturday, October 8, 2016.

The Spring Property Tour was tentatively set for Thursday, May 17, 2016.

The Owner Work Day was tentatively set for June 18, 2016, subject to change based on the County slash pick-up date.

The Garage Sale was tentatively set for Saturday, June 25 and Sunday June 26, 2016

The Board will start working on the 2017 Budget and Reserve Study at the July meeting.

III. ELECTION OF OFFICERS

Molly Tompkins made a motion to elect Officers as follows: Donato Lipari – President, Molly Tompkins – Vice President, Jason Randall – Treasurer and Laura Lierz – Secretary. Paul Krahulec seconded and the motion carried.

IV. ADJOURNMENT

The meeting was adjourned at 12:03 p.m.

Approved By: _____

Board Member Signature

Date: _____