

**SPYGLASS TOWNHOMES AT WILDERNEST
BOARD OF DIRECTORS MEETING
MAY 6, 2020**

I. CALL MEETING TO ORDER

The Spyglass Condominium Association Board of Directors Meeting was called to order by Molly Tompkins at 4:09 p.m. via teleconference.

Board Members Present Were:

Molly Tompkins, #12	Jason Randall, #15
Amy Corsinita, #81	Madison Tompson, #53
Norm Crawford, #79 (joined the meeting at 4:20 p.m.)	

Representing Basic Property Management 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: Molly Tompkins moved to approve the minutes of the December 2, 2019 Board Meeting as presented. Amy Corsinita seconded and the motion carried.

III. FINANCIAL REPORT

A. Year-to-Date Financials

Gary Nicholds reviewed highlights of the Balance Sheet and P&L as of April 30, 2020:

1. Operating Cash - \$71,946
2. Reserve Cash – 390,170
3. Total Cash - \$462,116
4. Snow Plowing - \$970 unfavorable to budget.
5. Snow Shoveling - \$627 favorable to budget.
6. Roof Snow Removal - \$25,000 unfavorable to budget. Roof snow and large icicles had to be removed several times during the winter to prevent ice dams and leaks.

Motion: Molly Tompkins moved to accept the Financial Report. Amy Corsinita seconded and the motion carried.

III. MANAGER'S REPORT

Eric Nicholds reviewed the following items:

1. The heat tape and snow stakes were pulled today.
2. The mattress behind the dumpster was removed. He believes the rental tenant in Unit 61 is responsible for leaving numerous items at the dumpster.
Action Item: Eric Nicholds will contact the unit owner.
3. Eric was not able to find any lightbulbs with sensors for the fixtures by the doors. There may be a battery-powered option that could be used for the garages and pathway lights. The Board agreed to table this project until the fall.

4. Norm Crawford will look at the new parking lights to determine what would be involved in painting the interiors of the fixtures white.
5. The lightbulbs that were displaced by high wind during the winter were reinstalled. Plumbers tape was added to try to secure them.
6. An inventory will be done of the garage doors to determine which ones need repair. It should be possible to replace only the lower panels as needed. The replacement can be phased with the building painting.
Action Item: Eric Nicholds will talk to contractors about options.

Gary Nicholds said a resident, who is a highway patrolman, had a sticker placed on his vehicle for parking in an unauthorized spot. The resident provided documentation that per state law, he has latitude to park his cruiser in basically any location to ensure he can respond quickly.

IV. OLD BUSINESS

- A. *Painting*
Sam Amati has Spyglass on his painting schedule sometime in June. He will replace damaged or missing boards as needed. The paint color for the deck is called "Spyglass Deck".
Action Item: Gary Nicholds will send the color-coded painting map to the Board and review the contract to determine if the decks are included.
- B. *Spring Clean Up*
The Board will tour the property on Wednesday, May 13th at 3:00 p.m. to identify potential projects for a clean-up day, which may be scheduled once the stay at home restrictions are lifted. The walkways and decks probably need to be painted and some walkway boards need to be replaced.

V. NEW BUSINESS

- A. *Stain on Driveway*
The renters in Unit 20 did vehicle maintenance on the driveway and left some type of stain in front of the garage that needs to be cleaned.
Action Item: BPM will contact the unit owner about having the tenants clean the stain. If they do not comply, BPM will have the stain cleaned and bill the unit owner.

VI. SET NEXT MEETING DATE

The next Board Meeting was scheduled for Thursday, May 21, 2020 at 5:00 p.m.

VII. ADJOURNMENT

The meeting was adjourned at 5:04 p.m.

Approved By: _____ Date: _____

Board Member Signature