

Snowbridge Square Homeowner's Association

Board of Directors Meeting Minutes

Monday June 25th, 2018

I. John Thompson, President, called the meeting to order at 7:30pm by conference call.

Board members present:

John Thompson, President, Unit #103 (Residential representative)

Jon Fae, Treasurer, Unit #105 (Residential representative)

Claire Carren, Secretary, Unit #210 (Employee representative)

Harry Mosgrove, Commercial Units (Commercial space representative)

II. Topic of Discussion: Summer/Fall 2018 Building Projects

A. Completed Projects:

- a. Roof Drain project has been completed at cost of \$23,750. It turns out there are no dry boxes as the board was told potentially existed, but we had no idea what was expected which was why contractors prices were very high, due to fear of the unknown. It turns out they are just deep holes filled with roots and debris. They were dug out and filled with gravel
- b. Parking Lot gutter completed at cost of \$5500

B. Being worked on:

- a. Hot tub filter
- b. Drain/cleanout garage floor separator (which is a trap to capture oil etc. from the dirty garage floor before going into the ground and sewer) Cost still TBD

C. Potential projects, as listed by Nate

- a. Trex hand rails on all units. Avalanche's Price \$9,567.47
- b. Walkway hand rail sanding and painting. Avalanche's Price \$1,520.00
- c. Stair tower Repairs and sealing. Approx. \$80,000
- d. Wood walkway sealing. Avalanche's Price \$440.00
- e. Traction coating on remaining two towers - Avalanche's Price \$3,960.00 plus traction coating.
- f. Hot Tub filter brought up to code. \$5,866
- g. Entire Walk way recoating. Avalanche's Price \$5,280 plus traction coating
- h. Walkway siding. Avalanche cost depends on how much

The board agreed that safety issues come first with the priorities being (e) Traction coating on West tower stairs and Chapel stairs, and (g) Concrete Walkway recoating. Upon reading the above list, it was realized that the quoted prices only include Nate's labor, NOT the cost of the materials which could be in excess of \$10,000/stairwell. Without knowing these costs, it is hard to know how much money we'll have available for the various projects on our wish list. John Thompson will check with Nate on these costs.

This led to a discussion of how much money we have available from our reserve this year. According to Jon F, we budgeted that we will take in \$117,000 this year, but due to ending last year in the negative, if we run our reserve balance to 0 by the end of 2018, we have \$41,000 left to spend. In addition, we have a surplus of \$20,000 in the operating budget.

The board voted unanimously to move (b) Walkway hand rail sanding and painting, and (d) Wood walkway sealing and (f) hot tub filter into the operating budget as these are maintenance items, not capital projects. The board also voted to authorize Nate to work on these.

This leaves (a), (c) and (h) to be put on hold until we know the costs of (e) and (g).

The board will reconvene ASAP when we have more information on the costs of (e) and (g).

The meeting was adjourned at 8:30.