

1650 PEARL CONDOMINIUM ASSOCIATION, INC.

P.O. Box 871, Lafayette, CO 80026 303-284-9305

Board of Director's Meeting Minutes Tuesday, December 17, 2013, 6:30pm – 8:30pm

The following were present at this meeting:

Board Members: Mike Dee, Jamie Villecco, Lindsay Bethel,

Unit Owners: Mike Natale, Denise West (on behalf of Janet West), Jeannette Belanger, Matt O'Neil, Brooke Egly.

I. Opening - Call meeting to begin / Introductions

II. General Business, Administrative and Building Issues Discussed

A. Current general/maintenance issues – discussed as follows:

1. Reviewed landscaping project and discussed the fence that is yet to be completed and what type of lock system we should have installed for the gates. Ideas were tabled and it was agreed that a combo lock would be the preferred type of lock for the gate. We will look into what this will cost and the feasibility of it.
2. Look at repairing holes at the front and back doors. Cracks in ceiling have been noticed, but it was decided that unless they become a larger issue, we will wait until the interior is repainted to patch.
3. Roofing bids were discussed and we are waiting on a couple more to come in. We are looking at a couple of different methods/options. Once we have the rest of the bids we will assess what direction we should go. Cost of a new roof will be either accomplished through a general assessment or the use of our Reserve Fund or a combination of the two.
4. The roof deck is still of interest, but it was agreed that it should come after the repair of the roof or the same time. This would also be paid for through a general assessment and/or the use of our Reserve Fund. Right now costs could be in the neighborhood of \$25,000.
5. Revisit the possibility of taking ownership of the washer/dryer and find out where we are at with our current contract.

APPROVED

B. Current Board Members Terms, Nominations and Changes:

- ☐ Mike Dee (president & treasurer) – term ends December 15, 2015.
- ☐ Sharle Kochman (vice president & secretary) – term ends December 15, 2015.
- ☐ Sigurd Zebauers – term ends December 15, 2015.
- ☐ Jamie Villecco – term ends December 15, 2015.
- ☐ Lindsay Bethel – voted in by the those in attendance. Term ends December 15, 2015.
- ☐ Lorraine Romero – relinquished her seat in May 2013 when she abandoned her unit.
- ☐ **NOTE-1:** All current board member positions had expired on 12/15/13. Positions were extended for another 2 years through 12/15/15.
- ☐ **NOTE-2: Board Member Term Extensions:** At the 2011 board meeting, it was agreed that at the end of a board member's term, if no one was nominated to take their current position and the board member desired to continue as a member, their position would be extended. If, however, another owner was interested in this position on the board, a vote would need to be taken to see whether the original board member or nominee would take the position.

APPROVED

III. Insurance

A. **General Liability, Property, D&O & Umbrella Insurance** – For the past few years the HOA has been covered by Auto-Owners Insurance. Quotes for insurance were provided to those present at the meeting. It was agreed on that the HOA will continue its coverage with Auto-Owners Insurance. Anderson-Ban will remain the insurance broker. All present were in favor of staying with Auto Owners for the 2014 year; the premium is \$4,226.

APPROVED

B. **Certificate of Insurance (Owner)** – Certificates of Insurance (listing 1650 Pearl Condominium Association, Inc. as an “additional insured”) shall be provided by all owners annually and are due each year by January 15th.

PREVIOUSLY APPROVED

IV. **Owner Occupancy Update** – Current ratio of “Owner-Occupied” to “Investor-Owned” units is 40%. HUD requires a minimum of 50% of the property being “Owner-Occupied” in order to be approved for financing. The HOA will continue to work toward achieving and then maintaining compliance with HUD.

- All units purchased since 2008 must maintain an owner-occupied status per the Occupancy Agreement signed by owners when they purchased their condo.

PREVIOUSLY APPROVED

V. **Foreclosure Update** – Lorraine Romero vacated her unit in May 2013. At present she has decided to let her unit go into foreclosure.

VI. Financials

A. **Budget** – The proposed budget for 2014 was reviewed, discussed, and it was decided to keep our dues at the current \$130/mo instead of increasing them to \$140/mo, as was advised by board president Mike Dee. It is very likely a general assessment will be forthcoming due to an increase in monthly utilities, unpaid dues from a foreclosure and other anticipated increases. Therefore, it is advisable that owners plan on setting aside a few hundred dollars in order to pay for any short-falls in our budget and to pay for the upcoming roof work to be completed and any other potential projects. The reason dues were not increased at this time was that those in attendance felt that we should only be covering our monthly reoccurring expenses through monthly dues. Additional projects and expenses outside of the monthly fixed costs would be better handled through general assessments.

APPROVED

B. **Year-to-Date Financials** - reviewed year-to-date P&L and Balance Sheet.

1. Noted that there is currently \$27,000 in the Capital Reserve Account. It was agreed that this is an appropriate amount to maintain at this time.

APPROVED

C. **Tax Return** – 2012 tax return was not reviewed but is available upon request. Completed by Lang & Co. CPA's.

APPROVED

VII. **Next Meeting** – Our Annual meeting is to be determined sometime during the fourth quarter of 2014.