



**Wood Creek Condominiums Owners' Association
Annual Meeting Friday, July 3, 2020, 9:30 AM
Conference Call**

Meeting Minutes

Call to Order

Anne Pharamond called the meeting to order at 9:33am.

Roll Call/Establish Quorum

In attendance by teleconference (Zoom)-

Owner	% Ownership	Call in	Proxy
WC108 - Buchanan	1.05%	Y	
WC109 - Buchanan	0.60%	Y	
WC201 - Kimbrell & Trusheim	4.10%	y	
WC202 - Shepard III	2.95%	Y	
WC203 - King/ Lance and Julie	2.90%	Y	
WC205 - Casey	2.85%	Y	
WC207 - Schmidt & Bredsdorff	4.10%	Y	
WC301 - Stelzer	4.15%	Y	
WC302 - Rogers	3.00%	Y	
WC304 - Barbara Amstutz	2.90%	Y	
WC307 - Sloss	4.10%	Y	
WC402 - Ford	5.40%		to Wanda Bearth
WC403 - Charapata/dustin Kathleen	5.40%	Y	
WC404 - Karen Lauren Kristen, LLC	2.95%	Y	
WC406 - Pharamond	2.20%	Y	
WC407 - Pharamond	4.15%	Y	
WC504 - Lucas & Brooke Brown	5.40%	Y	
WC505 - WFCB, LLC	5.40%	Y	
WC506 - Lypps	2.25%	Y	
WC507 - Sprowell	4.20%	Y	

A quorum was established with 70.05% owners in attendance or represented by proxy.

Also in attendance, Wanda Bearth, Grant Benton, Lee Friedman, and Sierra Bearth, Crested Butte Lodging & Property Management staff (CBL).

Proof of Notice

Proof of Notice was mailed and emailed to owners on June 1, 2020.

Reading/Approval of Prior Meeting Minutes

July 3, 2019

A Pharamond made the following-

- Motion: Waive the formal reading of the July 3, 2019 meeting minutes and approve as drafted by CBL
- 2nd: C Spowell
- Discussion: None
- Vote: Unanimous approval

Reports

Manager's Report

G Benton reviewed the following manager's report.

Below is a list of some of the work Crested Butte Lodging & Property Management (CBL) presided over, has completed, or has started at Wood Creek in the past year:

- 1. CB Lodging and your Board has been working with SGM Engineers on the parking lot design. We are getting prepared for when we will need to replace the asphalt sometime around 2024, or later.*
- 2. CBL, with the contractor, recertified and serviced fire extinguishers and the fire suppression sprinkler system. We had an issue with the fire suppression line leaking in one of the units – it was repaired, tested and now working correctly.*
- 3. A unit within the HOA had a chimney fire. The fireplace box and flue were condemned. We have been working with the Board, local fire department, and contractors on future fireplace ideas. The fireplace issues are on today's agenda. We will have High Mountain Hearth on the call around 10:30am today to answer questions.*
- 4. We added moisture sensors for the landscaping sprinklers. If you see the sprinklers on when it is raining please let us know!*
- 5. The hot tub/grill deck has been repaired.*
- 6. The hot tub filters were replaced.*
- 7. CBL, the Board and the architect have been looking into remodeling the conference room and common bathrooms into 1 or 2 apartments to sell, rent or use at least one for a caretaker type of situation.*
- 8. We worked with the elevator contractor multiple times throughout the year.*
- 9. CBL investigated and repaired leak above the conference room. Please check your tile grout and caulking around tubs, toilets, and sinks to help prevent leaks.*
- 10. We had a couple of drain issues throughout the complex. Please remind your family, friends, and guests to only use toilet paper. CBL will be working with the*

Board on ideas to prevent backups. One HOA flushes the drains 4 times a year, and cameras some problematic lines once a year to try to get ahead of backups.

Please remember to check out the Wood Creek Lodge website:

www.woodcreeklodge.org, your most convenient and comprehensive source for operating documents, meeting minutes, budgets, insurance information and HOA notices.

Treasurer's Report

Financial Reports

Prior Year Audit- June 30, 2019

The full audit is posted to the association's website.

Current Fiscal Year

J Sprowell requested that the laundry income be represented in two separate lines for cash and the PayRange app. CBL will add this to the profit and loss statement. The owners would like the hot tub to be open year around. CBL will get an estimate for keeping the hot tub open year around and will get an estimate from a 3rd party hot tub professional. G Benton reported that CB Hot Tub quoted \$30/day to open and balance, and \$50/day on weekends and holidays. Upon concern, CBL will de-weed the flower box by the road and plant something with more color there. CBL will review exterior cleanings procedures with the Board of Directors.

Excess Income Resolution

W Bearth explained that the year ended on June 30th, but we are waiting on the electric bill to close the fiscal year, so CBL is unable to determine if there is any excess income at this time. CBL will be able to close the month around July 15th.

A Pharamond made the following-

- | | |
|-------------------|--|
| Motion: | Forward any income to future expenses. If it is less than \$5,000 allocate it to operating expenses, if it is more \$5,000 allocate it to capital expenses |
| 2 nd : | D Charpata |
| Vote: | Unanimous approval |

Old/Unfinished Business

Parking Lot Paving Update

W Kimbrell noted the parking lot project has been deferred to 2024. G Benton stated that the equipment to heat the concrete will take up the space of half a one car garage. The owners expressed they don't have a desire to heat the concrete.

Conference Room Remodel Update

A Pharamond reviewed the architectural plans in the packet with the main goal being getting some additional income for the HOA. This project will be assigned to a sub-committee.

New Business

Level II Fireplace Inspection Report and Discussion

W Bearth reported there was a second chimney fire at Wood Creek. Rick Church inspected the chimney and it failed the inspection.

Rick Church joined the call to inform the owners that during inspection they found that the flue joint was not correctly put together during construction and damaged from the intense heat of the fire. Rick Church is concerned about the other units and their age. He stated the life expectancy for a flue and fireplace is about 20 years, and Wood Creek's flues are 40 years old, which likely makes them unsafe. He stated the cost to inspect one flue is \$300 - \$400. Rick explained that all the flues that share a chase would have to be replaced at one time. Rick clarified that every year he completes a level 1 inspection, where the creosote is cleaned out and the chimney is inspected through the top and bottom. A level II inspection runs a camera down the flue for an in-depth inspection. Upon questioning, Rick informed the owners that no flue has a curve larger than 30 degrees. Upon question, Rick said that a new liner would work for electric fireplace unit, but not a wood burning unit. Rick Church explained the fireplace box and flue both need to be replaced to be able to burn wood, with a rough estimate of \$9,000 - \$13,000 per unit. He explained the flue can usually be replaced from above, without access through the wall of units above. Rick Church informed the owners that NFPA has 3 levels of inspections, and any red flags warrant a level II inspection. Rick deems the age and the results of the recent level II inspection as a red flag and advises against proceeding with use without a level II inspection in all units. Rick explained that a level III inspection is more invasive and may cause some drywall damage, and a level III may be needed in some cases. Rick Church informed the owners that he will not be able replace flues and boxes until April 2021. Rick could be available to do further inspections, however, in the last week of July. He quoted that a level III inspection could cost anywhere from \$300 to \$600 per unit, with \$600 being unlikely.

L King made the following-

- Motion: Not explore gas as a fireplace alternative option
- 2nd: D Buchanan
- Discussion: A larger gas line would have to be run to the building which could be very expensive. There may also be benefit in restoring wood burning fireplaces before code changes.
- Vote: Majority approval

An informal poll revealed that about 9 owners on the call would like to move forward with a level II inspection. CBL will hire High Mountain Hearth for owners that would like to proceed with a level II and bill back those owners for the cost of their unit.

Rick gave a rough estimate of \$1200 - \$1700 to complete a level III inspection of one chase with 3 or 4 flues, but there is a chance of having additional repair costs. CBL will hire Rick to inspect one chase at the cost of the HOA and share the results with owners.

2020 – 2021 Approved Operating Budget Discussion

Budget

W Kimbrell reviewed the operating budget and noted that it has a \$4,000 deficit. She noted there will be \$44,000 allocated to the capital account, so funds should be sufficient for the year.

Cash Flow

W Kimbrell reviewed the included cash flow.

Future Capital Projects

10 Year Plan

W Kimbrell reviewed the two projects scheduled for this year, and noted the parking lot has been deferred to 2024.

Unscheduled Business

CBL will clean the grill on regular visits. CBL will replace the missing grill brush. CBL will add some patio furniture to the hot tub deck. J Schmidt asked about the frequency of watering the lawn. G Benton informed the owners that the HOA purchases water in bulk, so financial savings on water aren't available under the current plan. He noted CBL has installed rain sensors to ensure the sprinklers don't come on when it's raining. A Pharamond inquired about the enormous size of the lawn. The Board will review possible options on reducing lawn size and discuss changing the time that the sprinklers water. CBL will adjust the timers to water only once a day, every other day at 6am and monitor the grass. Owners requested more communication regarding the HOA.

Forming committees was discussed, rather than increasing the Board size.

Board of Directors Election

One Three-Year Term Expiring

Jeff Sloss nominated himself for Board of Directors

Lance King nominated himself for Board of Directors

By secret ballot, Jeffrey Sloss was elected to the Board of Directors.

Establish Date of Next Meeting

A Pharamond made the following-

- Motion: Hold the next annual meeting on July 3rd, 2021 at 9:30am MDT.
- 2nd: D Charpata
- Discussion: The owners would like Zoom to be an option for attending again.
- Vote: Unanimous approval

Adjournment

A Pharamond adjourned the meeting at 1:41pm.

DRAFT