

Altair Vail Condominiums
Board Meeting Minutes
Tuesday, May 12, 2020, at 4:00PM MT
Via Conference Call

BOARD MEMBERS PRESENT VIA CONFERENCE CALL: Shawn Coughlin, Lelia Conlin, Ashley Bedker and Rich Wehrheim

ALSO PRESENT VIA CONFERENCE CALL: Zachary Yeo (Unit #103), Bob Oppenheimer of McNeill Property Management, Dave Zippie, CPA and Sara Thurston McNeill, Secretary to the Meeting.

- I. Roll Call. With all four Board members present via conference call, a quorum was established. Bob Oppenheimer called the meeting to order shortly after 4:00PM.

- II. Financial Review. Dave Zippie, CPA for the association prepared and presented the year-to-date (as of March 31, 2020) financial reports. According to the Balance Sheet, the association has \$30,194 in total assets, liabilities and equity, including \$14,514 cash in the bank, \$5448 in accounts receivable and \$7064 in prepaid insurance premiums. Other assets include \$3168 in loan receivables owed by owners who financed their special assessment for the Facelift Project. The balance on the loan to Alpine Bank is \$38,523.

The Income Statement reveals that four months through the fiscal year, there is a net deficit of \$12,259 in the Operating Account. This compares with a budgeted deficit of \$10,296 at this point in the year; therefore, the association is \$1919 under budget. Savings were garnered in the line items of Snow – Endloader. Cost overruns were experienced in the line items of Snow – Sidewalk Shovel and Trash.

The fiscal year beginning balance in the Maintenance Reserve Capital Account was <\$29,072>. Current fiscal year funding totals at \$3984 so far, \$45 in interest has been earned, \$23,328 was added from a special assessment to pay down the loan to Alpine Bank, \$1419 was added from Reserve Participation from a new owners and \$2409 was added from the 2018-19 fiscal year end operating surplus. Current fiscal year capital expenses total \$3575 and includes \$600 for accounting fees related to the Alpine Bank loan, \$1299 for new fire extinguishers, \$582 related to an insurance claim and \$1094 for interest on the loan. The ending balance in the Maintenance Reserve Capital account is <\$1462>. The last pay down to Alpine Bank is not indicated on the reserve ledger and was entered erroneously on the operating ledger. Clearly, some corrections need to be made to the financial statements.

The last special assessment of \$23,328 will be added to the June 1 statements, payable on June 15th. It was duly noted that this will not be adequate to payoff the loan to Alpine Bank and will then leave the association without adequate funding to undertake exterior painting this summer.

There was a great deal of confusion as to why the payoff the Alpine Bank loan is greater than the special assessment. After some discussion, there was consensus to have Dan McNeill meet with Dave Zippie and clarify the financials. Dan will then meet with the Board following his meeting with Mr. Zippie.

Notation Into Minutes: Dan McNeill subsequently met with Mr. Zippie and it was discovered that due to a journal entry mistake last fall, the March financials were incorrect. Mr. Zippie corrected the error and re-issued the 2019 fiscal year-end financial reports (as of November 30, 2019). According to the Balance Sheet, the association ended the 2019 fiscal year with \$44,882 in total assets, liabilities and equity including \$32,529 cash in the bank, \$2676 in accounts receivable and \$9677 due from owners for the facelift loan to Alpine Bank. The Alpine Bank loan payoff was \$35,921 (\$26,244 owed by the association).

The Income Statement reveals that the association ended the fiscal year with a net surplus of \$6798 in the operating account. This compares to a budgeted surplus of \$7858; therefore, the association was over budget by \$1024. Overages were experienced in the line items of Snow Shoveling and Electric. Savings were achieved in the line items of Insurance and Snow End Loader.

The 2018-19 fiscal year beginning balance in the Maintenance Reserve Capital Account was <\$46,514>, funding through regular dues totaled \$11,900, \$695 in interest was earned, \$46,656 was added from special assessments and \$975 was added from Reserve Participation (from one new owner). There was an insurance claim from water damage that resulted in \$3568 net costs to the association. Other capital expenses totaled \$19,213 and included \$7564 in interest payments to Alpine Bank, \$1800 in accounting fees related to the Alpine Bank loan, \$2658 for some new water meters, \$5951 for work to repair the trash enclosure and \$1240 in legal fees. The ending balance in the Maintenance Reserve Capital Account was <\$9069>.

III. Manager's Report. Jon Brenden sent the following report to the Board via email prior to the meeting:

- The snow has all melted out and our crew has finished the grounds spring cleanup including power raking and aerating the lawn.
- We turned all the heat tapes off in late March. The system did not show any real issues all winter, but I do believe that a test and inspection is in order just as a precaution.

- All homeowners have gotten their fire extinguishers as requested by your insurance company.
- We will be making repairs to a couple downspouts and parking signs in the next few days but overall, the place looks to be in quite good shape right now.
- We conducted the Spring Walk Through today and will be working through the items on the Projects List as the summer goes on.

Bob reviewed the Reserve Study with the Board. Capital projects under consideration for 2020 include exterior painting. Flat roofs are currently slated to be replaced in 2022. Interior hallway carpet replacement and hallway paint are slated to occur in 2021. Management currently has one proposal (from Excell Exteriors) to paint the entire complex for \$25,000.

During the Spring Walk Through held earlier today, there was consensus to get bids to remove the retaining wall on the east end of the parking lot in order to create a larger snow storage area. In this manner, the association will be able to save funds on snow hauling during heavy snowfall periods.

- IV. Other Business. The 2020 Annual Meeting was scheduled for Wednesday, June 10, 2020 at 6PM MT. The meeting was to be held at the Vail Racquet Club and via conference call. The VRC is currently closed to outside meetings and will not be unavailable in June. After discussion, there was consensus to table the meeting to a later date in the summer (presumably the second half of July) when a public meeting space will be available. Management was directed to let all owners know about this change.
- V. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 4:45PM.

Respectfully submitted,

Secretary to the Meeting