

**SUMMIT HOUSE EAST CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING
DECEMBER 26, 2011**

Call to order:

The meeting was called to order by president, Anita Gray, at 9 AM per the notice to all board members. Location of the meeting was the office of Carbonate Property Management, Summit House East #102, Copper Mountain.

Board Members Present:

Anita Gray
John Wade
Joan McLaughlin
Mark Rackley
Darrel Schmidt (via telephone)

Others:

Tom Malmgren

Approval of minutes of prior board meeting:

The minutes of the September 2, 2011 board meeting were approved. Motion by John Wade, seconded by Joan McLaughlin and passed unanimously.

Manager Update:

Tom Malmgren recapped the new hot tub project. Board members present who had used the new hot tub expressed positive comments regarding its installation and operation. It was noted that the door closer that is on the door accessing the hot tub needs adjustment or replacement to make certain that door closes.

The first floor sauna was updated by sanding the 'graffiti' out of the redwood walls, installing a slate floor, replacing the door and giving it a fresh look. All complimented the new appearance of this sauna.

Discussion regarding the carpeting in the hallways resulted in a consensus that we should be able to get several more years out of the existing carpeting. It was suggested that more frequent vacuuming should help prolong the life of the hallway carpeting. Tom noted that Victoria (resident manager) does vacuum the high traffic areas frequently and that after the Holiday rush they will schedule a carpet clean of the hallways. Tom suggested to the board that elimination of door mats in front of unit doors is recommended by management. Both the appearance of non-uniform sizes and colors and the continued requirement of positioning them in front of unit doors is cumbersome. We have entry mats at all building entrances that should eliminate the need for individual unit mats. The board accepted the suggestion, but questioned creating rules regarding this topic. The board will continue to consider alternatives to the existing conditions.

A discussion of how we can reduce/control energy expenses resulted in asking all owners to be more vigilant about energy conservation. Owners who have not changed out their single pane glass doors and windows are urged to do so. Use of the garage door as a pedestrian way is always discouraged. Please use the smaller pedestrian doors for entry and exit to the building NOT the overhead garage door. Controlling the heat in the garage will be addressed by installing lockable cages over the thermostats so that only management can modify the settings.

Financial Update/Budget adoption:

The board reviewed the proposed budget for 2012 and discussed numerous line items in detail.

Tom explained that with the newly approved Resort Chamber Dues that the quarterly statements will detail operational budget expense, reserve budget assessment and a new line item for the Resort Chamber Dues (each unit is billed differently depending upon size of unit). This will highlight to the owners the Resort Chamber Dues amount, which the board has absolutely no control over. After much discussion the board adopted the proposed budget with the understanding that the association dues for operations and reserves will remain the same as the prior year. However, factoring the Resort Chamber Dues the overall billing to the individual owners will be higher.

Tom provided Anita a copy of an updated management contract. Tom and Anita will work on the management contract prior to submitting it to the full board for review and approval.

Old Business:

Anita Gray noted that the website needs to be updated to eliminate the one line notation of the annual meeting. She urged all board members to visit the site and communicate any other items that need updating or changing to Tom.

New Business:

Tom noted that he has received copies of e-mails addressed to Copper from a Copper Springs Lodge owner complaining about noise when snow plowing occurs at Summit House East. The board unanimously supported the snow plowing procedures in place for our complex.

Capital Improvements Budget – Reserve Plan:

The board discussed the reserve plan that has been self-prepared by the HOA management and board. All felt comfortable with the approach that prior boards have followed and agreed that close attention to the reserve plan is necessary for future planning.

Adjournment:

There being no further business the meeting was adjourned at 10:50 AM.

Respectfully submitted:

Accepted:

Thomas J. Malmgren, Managing Agent

Anita Gray, President