

**LION'S GATE PINES LODGE CONDOMINIUM ASSOCIATION**  
**Annual Homeowners' Meeting**  
**Saturday, August 23, 2014 - 10:00 a.m.**  
**Minutes**

**Call to Order** - Kay Eiseman called the meeting to order at 10:05 A.M.

**Roll Call - Board Members Present:** Kay Eiseman (President), Jim Harris (Vice President), William Robbins (Treasurer), and Don Lambky (Member).

**CMC Members Present:** Robert Blay (CMC General Manager), Chip Sisson (Assistant Property Manager), Cheri Corbin (Housekeeping Manager).

**President's Welcome and Introductions - Kay Eiseman**

**Presidents Report - Kay Eiseman**

**Quorum Verification:** A quorum of 10% of the ownership is required to hold the meeting. The quorum was exceeded with 14% of the ownership present in person or via proxy. (Copies of proxies and sign in sheet available upon request)

**Approval of 2013 Annual Meeting Minutes (copy provided/available)**

A motion was made to approve the 2013 Annual Meeting Minutes as written; all approved.

### **PORPERTY MANAGEMENT REPORTS**

#### **Housekeeping Report**

- **Linens** – In July the HOA purchased approximately \$5,000.00 worth of linens. We will be recommending that new sheets are purchased in the coming year.
- **Spring/Fall** – The carpets were professionally cleaned in the spring and they will be done again in the fall. On Fridays, we do a quick walk through for carpet stains. If any carpet required professional cleaning, we do charge the departing guest. Recently a Lions gate owner commented on how clean the carpets are now.
- **Inventory** – We do a full inventory in the spring and fall, bringing inventory back to the expected levels. In the spring we purchased items to bring the inventory closet back to the level needed.
- **Improvements**-We are in the process of pricing out new lamps for the units as well as reupholstering the dining room chairs as needed. The Board has also approved the replacement of throw pillows throughout the property as needed.
- **Recreation Room**- We have put some of the sofas and chairs, removed from the units, in the recreation room to make it a bit more family friendly. The room is also slated to be painted and the Board has approved CMC to purchase a game table and chairs for the room.

#### **Common Area Maintenance Report**

- **Painting** - The general condition of the building has greatly improved since last year. Most noticeably, the building is currently being painted. Siding repairs are complete, trim work has yet to be done, and the body painting is nearly complete. The project should wrap up in the next two weeks, weather permitting.
- **Roof and Gutters** - One reason the siding and paint were in such poor condition is poor drainage from the roof. Ice accumulates causing shingle damage and leaks. Snow removal is necessary, costly, and damages the integrity of the shingles and rubber roofing membrane. To help prevent the need for snow removal and to protect the new paint and existing roof, heat tape and gutter options are being considered. Roof replacement will be necessary within the next few years and at that time we will recommend adding a slope to the flat roof design. The asphalt shingles are worn down and the rubber roof has nearly 200 patches, however it is doing a good job keeping out the elements.
- **Landscaping** - There has been some landscaping done in front of the building. Some Pine trees, Aspens, and shrubbery were planted and the area looks great. Landscaping options for the back yard are also being discussed. Some of the back patios are in rough shape and are scheduled to be rebuilt this fall. The patios at 109, 110, 115, 116, 117, 118 and 119 will need varying degrees of repair.  
**ACTION:** CMC will look into how they can make the front signs more visible to the road.
- **Parking Lots** - The parking areas had three loads of gravel added this spring which greatly improved the quality of the parking area. The concrete walks are in good condition but need small cracks filled. The concrete entry ramp is also cracked but stable. Parking can be very tight during peak summer and winter months. Plowing starts at 4am and is finished around 10am once cars have had a chance to move.
- **Pool Area** - The pool and pool deck area continue to serve guests well. New, natural gas grills were installed on the lower brick patio. The flowers usually last into September and are looking wonderful right now. The pool deck fencing is in great shape and helps control activity around the area. The pool and equipment are in good shape and working properly. Maintenance occurs multiple times daily on both the hot tubs and the pool to keep the amenities in top shape.
- **Hot Tub Area** - The hot tub deck finish is holding up well and does not need to be coated this year. While routine maintenance is expected, the hot tubs are in good working order. The dehumidifier continues to work well despite having 30,000 hours of operation behind it. The locker rooms are clean and in good shape but could use an update or two.
- **Boilers and hot Water Heaters** - There are 5 boilers at Lions Gate that are serviced regularly. Typically checks are made once per month during the summer months and twice per month during the winter. In addition to the boilers, each unit has a water heater. It is getting to the point in time when they will start to fail. Units 113, 122, and 125 have needed new water heaters in the last two years. Preventative replacement is recommended.
- **Crawlspaces** - The crawlspaces at Lions Gate are generally dry. One area prone to groundwater is being addressed.

- **Recreation Room** - The game room received a new pool table this spring. Displaced furniture from the installation of new unit furniture has been added to the game room. The walls will also be painted this fall. While ping pong paddles, balls, pool cues and other items are regularly replaced, please let the maintenance department know if anything is missing. Those present discussed the option of providing parking permits to owners when their keys are mailed.  
**ACTION:** Per the Boards request, CMC will look into the cost of installing a TV in the Recreation Room.
- **Carpets** - The common area carpets are in decent condition. Some snags and wear indicate the carpet may need to be replaced in the next few years.
- **Common Area Lighting** - The common area light fixtures are dated and would benefit from an upgrade. CMC provided a cost estimate of \$6,000.00 to replace all the exterior door lights with an estimated 30-60 minutes of labor for each fixture. New, modern pictures would also help to make the common areas more inviting.
- **New Furniture** - The new furniture installation went well. In most cases, furniture was removed and replaced within a couple hours. Shower surrounds have been installed in about six units and further installations will take place as units become available. Some of the tile has started to leak so those are being replaced first.  
**ACTION:** Per the Boards request, CMC will begin to price out the purchase and installation of TV's for each master bedroom.
- **Wireless Internet** - The internet works well but gets slow when the building is packed. Mid-morning and early evening are the most heavily used internet times.

#### **Financial Report – As of June 30, 2014**

- **Income Statement**
  - The total income to date is \$648,686.92, with a total expense of \$646,564.81 which shows a net profit of \$2,122.11.
  - Year to date Bad Debt expense was \$141,432.49 which is approximately \$31,791.00 over the prior year at this time.
  - Extraordinary maintenance was \$33,461.63 for the common areas and units.
- **Balance Sheet**
  - Total assets are \$1,041,880.59.
  - The current amount in CDAR's is \$510,830.21 with \$251,123.20 in various Money Market accounts.
  - The current CB available cash was \$108,444.60.

**Election of Board of Directors: It was unanimously decided to re-elect the current Board of Directors for another 1 year term as follows:**

Kay Eiseman – President  
 Jim Harris – Vice president  
 William Robbins – Treasurer

Thomas David – Member at Large  
Don Lambky – Member at Large

**Old Business** – No old business

**New Business** – No new business

**General Discussion**

- **Pet Violations** - It has been noticed that pet violations on the property are increasing and the Board is considering increasing the fines for pet violations.

**Adjournment**

A motion was made to adjourn this meeting at 11:55A.M.; all approved.

APPROVED