

**DILLON VALLEY EAST CONDOMINIUM ASSOCIATION
BOARD OF MANAGERS MEETING
September 21, 2019**

I. CALL TO ORDER

The meeting was called to order at 12:45 p.m. by Richard Garcia in the Dillon Valley East Clubhouse.

Board members present were Richard Garcia, Mike Kurth, Lisa Watkins, Bob Price, Carl Henry and Nathan Willis.

Owner, Joyleen Helcoski was a guest at the meeting.

Representing Basic Property Management were Eric Nicholds and Matt Litowkin. Margot Mayer of Summit Management Resources was recording secretary.

II. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Bob Price moved to approve the August 19, 2019 Board Meeting minutes as presented. Karl Henry seconded, and the motion carried.

III. TREASURER'S REPORT

There was no Treasurer's Report.

IV. FINES AND HEARINGS

There were no fines or hearings to report.

V. MANAGER'S REPORT

A. Manager's Report

Matt Litowkin distributed the report prior to the meeting. There were no questions from the Board.

B. Delinquency Report

Eric Nicholds said that there was one owner delinquent with dues. The owner is listed as an LLC and owns three units. He is working on locating the owner name and contact information.

C. Ice Build-Up Building J

An owner brought up an excessive ice build-up issue in the parking lot at Building J during the winter. The slope of the parking lot was fixed a few years ago but it appears it was not graded correctly. This topic will be discussed at the next meeting.

VI. ARCHITECTURAL REVIEW COMMITTEE

Richard Garcia said that windows, patios, and fences were discussed during the Annual Meeting. Matt Litowkin reported that an owner encountered a delay installing his fence because the material was on back order. The fence should be installed by the beginning of October.

VII. OLD BUSINESS

- A. *Asphalt Buildings R and S Parking Lots*
Matt Litowkin said the asphalt has been completed.

- B. *Striping Machine*
Matt Litowkin said that the machine has been cleaned after each use. It has been deep cleaned and stored for the winter.

- C. *Short Term Rental Regulations*
This topic was discussed during the Annual Meeting. Richard Garcia asked Board members to review the proposed policy. This topic will be discussed and voted on at the next Board Meeting.

VIII. NEW BUSINESS

- A. *Building Y Dumpster*
An owner requested a dumpster with a sliding door since it is difficult to open the lid of the existing dumpster. After discussion, directive was given to check the available dumpster options.

- B. *Budget Discussion*
The Board asked Basic Property Management to be involved in the budget process. A call with the gas supplier will be scheduled.

- C. *Long Term Parking Renewal*
Matt Litowkin requested that a long-term parking renewal reminder be posted on the website. Renewals are due by October 1, 2019. Richard Garcia noted the request.

- D. *Election of Officers*
Motion: Bob Price moved to retain the same Officers. Carl Henry seconded, and the motion carried.

Mike Kurth will work with Nathan Willis to take over the Treasurer’s position in the future.

- E. *Board Candidate*
Jouleen Helcoski may be a potential new Board member.

VIII. SET NEXT MEETING DATE

The next Board Meeting will be held on Monday, October 21, 2019.

IX. ADJOURNMENT

Motion: A motion was made to adjourn at 1:10 p.m.

Approved By: _____ Date: _____
Board Member Signature