

Plaza at Aspen Village
Property Owners Association

P.O. Box 2832
Pagosa Springs, CO 81147

Board of Directors Meeting

June 16, 2021 - 5:00pm

1. The meeting, held via Zoom online conferencing, was called to order at 5:04pm by John Ranson. Present were John Ranson, Wen Saunders, Eric Hittle, Stephen Giesen, Mike Dallam.

2. Owner Open Forum –

- 1) Mike, Unit 1, noted that the siding on B2 has gaps. The Board is working with the contractor, Mike Kraetsch, to schedule a time to review the damage to determine how it can be fixed.
- 2) John reported that repair of the Air Conditioner at the Restaurant was needed. The contractor suggested regular maintenance be done. A future meeting to discuss special projects will be scheduled.
- 3) Wen stated that common space within PAV should not be used for regular business activity now that COVID occupancy restrictions have been lifted. It was not meant to be used as an extension of any one businesses space. She questioned potential liability to the POA and asked if an attorney should be contacted for input. There is no decent lighting for nighttime use. The business using it has not asked for an allowance to use it. Should an application be provided to request use? It was suggested that the Restaurant be contacted and advised it is a common area for the PAV. Eric will check on the POA's risk and ask the insurance if our coverage covers that, and then talk with the Restaurant. Leased space did not include outdoor space. Concern was to protect the association. John did not want to issue a 'cease and desist' order to any business in this difficult business climate. This item will be moved to the July agenda. Wen will provide contact information for an attorney should it be needed in the future.
- 4) It was noted that there were pallets and plastic stacked behind and blocking the back drive to the Ski shop. It was suggested that the manager, Stuart, be contacted. Steve Giesen volunteered to find a place to move these items. It was mentioned that visibility of the dumpsters we addressed.

3. Minutes – A motion to approve minutes of the May 19, 2021 meeting as corrected to change the spelling of Kraetsch was made by Wen Saunders, seconded by Eric Hittle, and approved by a vote of Wen-Yes, Eric-Yes, John-Yes.

4. Treasurer's Report – Wen shared the financial reports. The total checking balance is \$29,166.02; Reserve Fund is \$16,554.92. Insurance is tracking higher than the budget due to a policy increase. E&O is a separate item under Insurance. John said he appreciated having a solid budget. A motion to approve the financial reports through May was made by John Ranson, seconded by Eric Hittle, and approved by a vote of John-Yes, Eric-Yes, Wen-Yes. Wen visited with the new outside accounting firm 'Wilson, Rea, Beckel & Associates' and gave them an overview of the PAV POA; they will create reports and supply them to the POA Secretary/Treasurer. Wen will send reminders to all owners to mail assessments and payments directly to the P.O. Box to be processed by the accounting service and not drop them off at the office. Those who are past due will receive a notice from Wilson, Rea, Beckel. Wen will finalize her activity by sending statements to all those who are currently in arrears. A past due list of two accounts, with past due fees added, was emailed to the Board; all other accounts were up-to-date. If unpaid, those accounts could go to an attorney. It is possible that incorrect email addresses could be cause for accounts not receiving communication. One tenant asked for pest control services to be paid by the POA at a cost of about \$400, but it was agreed that this was not a POA function. If unwilling to pay, the tenant should send a bill to the owner. The owner could then approach the Board if they feel it is a POA issue. John will send out a letter to the tenant.

5. Board Policies – Wen noted some of the policies were still showing redline markings. Eric will email a set of .PDF versions to Wen to post on the website and email a link to owners. This item will be moved to the July agenda for a vote.

6. Insurance Policy Renewal Quotes – Wen said different insurance policies were reviewed. The current PAV policy renewed automatically in February. If cancelled now, there could be a penalty of about \$500.00. It was decided to leave the insurance with the current carrier and compare other policies in December before the automatic renewal comes up.

7. Maintenance – A PAV Clean-up event, with all owners and tenants invited, followed by a cookout, or gathering was discussed. Saturday, July 10th from 2:00-4:30 with a ‘happy hour’ right afterward was suggested. Those coming were asked to bring their own shears, etc. John mowed June 15 and was coming back with his weed-whacker.

8. Old Business –

a. John heard from Dan Park who had talked with Kip Strohecker and found that PAV was on their maintenance list for the parking lot resurfacing in June. We are waiting for a separate estimate for work needed in front of ABBA and the Restaurant to address the ice build-up problem. John will ask Strohecker for a price and length of project quote. John will notify tenants about this project and the need to park elsewhere once the date of the project is known.

b. A work session date for special projects discussion was tentatively made for August 4 (depending on availability of all Board members due to 4-H animal shows) at 4:00pm. Wen will send out a notice to all members for those who may wish to attend.

c. Building A repairs are not finished. The air conditioner repair at the Restaurant was completed by Mike Kraetsch, but drywall in the restroom, which had to be cut into, must be done.

d. The contractor will look at the 16’ siding strips and see if they are pulling away and will fix them. A filler will be added where siding was sliced to allow for movement. These two projects (c and d) should be finalized in three to four days and will be covered under warranty.

8. New Business – Nothing was presented on the agenda.

9. The next regular meeting will be via Zoom on Wednesday, July 21 at 5:00pm.

10. The regular meeting was adjourned at 6:20pm.

Sharon Jennings/Recording Secretary

Minutes approved July 29, 2021 as recorded.