

Silver Queen West Condominium Association  
Board Meeting – Dillon Town Hall  
November 11, 2023

**Directors Present:**

Lydia Fausset, Larry Funk, Joanne Gipple, Paul Gottler, Marsha Hennessy and Elaine Johnson, with Angelique Justich on Zoom.

**Board Representatives Present:**

Tom Brennan – Property Manager  
Gary Nicholds – Basic Property Management, Inc. (BPM)

**Call to Order:**

Joanne Gipple called the meeting to order at 11:15 AM.

**Approval of Minutes:**

*After a minor change, a motion was made and seconded to approve the minutes for the September 22, 2023 board meeting. The motion was unanimously approved.*

**Election of Officers:**

*A motion was made and seconded to elect Joanne Gipple, President, Lydia Fausset, Vice President, Larry Funk, Secretary and Paul Gotler, Treasurer. The motion was unanimously approved.*

**Old Business:**

In September, Lydia and Larry completed door lock checks of entrance doors. The lock check identified 32 owners that have changed their door lock from the original knob and deadbolt lock system.

After a lengthy discussion, the board decided because of aging building facilities that emergency access to units is critical. Problems caused by water to adjacent and lower-level units was instrumental in making the decision. As a first step, Tom agreed to review and verify the lock information.

Once the information is verified, Larry and Marsha agreed to work on letters offering explanations and information that owners will need to return to the association's master key. For owners that desire an electronic keypad, Larry agreed to contact an area locksmith and identify an electronic lock that are compatible with the association's master key. Since a locksmith will be necessary to change the electronic lock cylinder, Tom upon request will supply the owner's licensed locksmith with the master keycode.

*A motion was made and seconded that owners be required to return to the association's master key system. The motion was unanimously approved.*

### **Manager's Report:**

Tom reported that vehicles and equipment have been serviced and are ready for the winter. Tom ordered and installed a remote starter for the plow truck. The snowblower was rebuilt with the hope of getting another year of use. Two new cloths driers were installed in Building C utility room. Tom met with an asphalt contractor for information on the condition of parking lots. He recently located an icemaker that was leaking and advises owners to check icemaker connections in addition to other water related appliances, valves and supply lines.

### **New Business:**

Joanne mentioned that Mike Bohlender, a local realtor has volunteered to become a member of the Architectural Committee. Also, Joanne asked Lydia to contact David Necker regarding information he may have on building painting.

There have been complaints about short-term rental units and Lydia agreed to contact short-term rental owners requesting that their rental agent follow Summit County and SQW rules and regulations.

Joanne recently learned that a mountain association encountered some insurance issues relating to aging electric load centers. Joanne agreed to investigate the information with the association's insurance carrier. Joanne suggested that Kerry send a letter to owners regarding the possibility of upgrading their load centers.

The board has been discussing the possibility of a Welcoming Committee. If there are any owners that are interested, they should contact Joanne. A Welcoming Committee would be helpful to the board in reviewing closing documents that would assist owners in understanding rules and regulations and remodeling guidelines.

Lydia reported that painting was coming up on the reserve study. Painting is scheduled for 2025 and the board should decide how to proceed. The board decided to keep the same color combinations and get bids on painting in the coming year.

SQW rules and regulations need to be updated as they have not been updated since 2014. Larry suggested that board members review the document and report back at the next board meeting on adjustments and changes that need to be made.

### **Board Meeting Schedule:**

The next board meeting is scheduled on Friday, February 16 at 2:00 P.M. at the office of Basic Property Management.

### **Adjournment:**

*A motion was made and seconded to adjourn at 12:45 PM. The motion was unanimously approved.*

Respectfully submitted,

Larry Funk, Secretary