

WOODS MANOR BOARD MEETING

ZOOM mtg hosted by Mark Lauriha

June 07, 2021

Present: Jay Rust, Mark Lauriha, Denise Thatcher, Chuck Sebald, Sandra Hahn, Keith Chamberlain

I. Approval of the Agenda

- II. Financial Report by Keith Chamberlain:** Our expenses are over budget attributable to repair and maintenance (mainly painting & water leaks) and electric utility expenses; plus, insurance expense was increased above the 3% increase budgeted—insufficient as our insurance automatically increases 8% per year.

The deficit of \$6671.98 will be mitigated to some degree by payment for damages in Bldg A. Jay asked that official invoices for these repairs be issued from Wildercrest Property Management.

There have been no reserve expenses thus far. The manager's house and unexpected expenses come out of the reserve contingency account.

WMI finances are on budget with \$192,000 operating cash.

- III. Woods Manor Complex Appraisal:** The previous appraisal was years ago by Ebert Appraisal Service, Inc. Ebert's fee for an update is \$3800, which board members approved. Jay will determine when the appraisal can be done and, if timely, will order the work contracted with Ebert.

- IV. Maintenance report:** Noah Orth's written report was reviewed.

- V. Chimney caps (4) / Turner Morris:** The current caps have undergone inspection review noting severe deterioration causing risks of leaks. Board discussed replacing Bldg A caps this year and Bldg B caps in 2022 to spread the burden of the repair cost (\$19,795). Agreed to repair both Bldgs. In 2021.

- VI. Asphalt driveway/parking lot/A-ONE Chipseal:** WM asphalt needs repair or replacement, and a detailed bid for a range of remedies was received from A-ONE, with whom Mark had worked satisfactorily in the past. The board found the bids attractive, but due to other pressing expenses, the work may be deferred until next fiscal year. Chuck pointed out the need to change the slopes outside garage doors to improve drainage, which is a major added expense.

VII. **Manager's house:** As the manager's house is currently unoccupied there has been discussion of possibly selling the house to cover major expenses. At this time Woods Manor has a 3-year contract with Wilderrest Property Management that includes resident manager's house, the occupants of which must be WPM employees. Wilderrest is working on reassigning or hiring an on-site resident manager who would be supervised by the previous onsite manager. Considering these circumstances, Mark suggested that in a couple of years the WM Board revisit the disposition of the manager's house and do a cost/benefit analysis of selling the house as whole-owned unit in the Woods Manor complex.

VIII. **Clubhouse Game Room and spa:** Mark Lauriha and Cortney Spurger have been studying possible conversion of the "fitness room" to a "game/recreation room". A possible layout would include the donated flatscreen TV mounted on the wall, removal of the large old TV, keeping the ping pong table, adding secondhand foosball (~\$200) and shuffleboard table games (\$500-1000) and later a video console (\$750-\$1000). The proposed funding method of at least partial funding is sale of the exercise equipment and informal fundraising with owners.

The board would like to get some input from owners about selling the exercise equipment vs. developing a game room and will present this for discussion at the Annual Meeting July 10. The board will consider this input for final decision.

Re: opening the club house: The board feels growing interest from owners and renters to reopen the Woods Manor club house. There was extensive discussion of risks, lack of surveillance and sanitizing supplies, unknown trends of Covid infection with burgeoning local crowds in tourist season. Mark noted that risk management vs impossible risk avoidance is at issue. Sandra moved and Denise seconded a motion to keep the club house closed until the Annual Meeting, at which time the board will revisit the question. Meanwhile new signage about covid and the club house will be posted and covid trends in Summit County will be closely monitored. Adding surveillance cameras in the club house game room will be explored.

IX. **Conversion Plan Status:** 104B has closed. 203 B will close July 7. 101 B is undergoing some inspection and required handiwork for closing. 303B has an interval owner with issues to be resolved.

X. **WM Insurance/ Farmers, Mark Williams:** An increase in insurance coverage is proposed pending appraisal. The board agrees that increased coverage is needed for replacement cost, ordinance coverage and outdoor property coverage. Mark will pursue insurance bids.

XI. **2021 HOA Annual Mtg./Board election July 10:** Two board terms are up this year, therefore there are 2 positions open for election. Courtney Spurger has submitted a biosketch and expressed her desire to run. Incumbents, Jay Rust and Sandra Hahn have agreed to be candidates as well.

XII. **Adjourn.**

