

**TOWN CENTER LOT 19 BUILDING CONDOMINIUM ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING**

Date: February 2, 2023, at 11:00am MST

Location: Backbone Media Conference Room, 65 N. 4th St, Carbondale, CO and via Zoom

- 1) Call to Order – Verification of Quorum:** The meeting was called to order by President, Meg Young, at 11:04am. With all three board members present, quorum was confirmed, and the meeting continued as scheduled.

Board members present included Meg Young, Michael Davies, and Gary Moss.

Steve Novy was the only other owner in attendance.

Also present were Bill Crowley, Kari Crowley, and Nick Cova from Silver Mountain Properties. Nick Cova assumed the role of secretary to prepare a recording of the meeting.

- 2) Approval of Previous Meeting Minutes – 10/20/22 & 11/7/22:** Both sets of minutes were reviewed and a motion was made by Michael Davies to approve both the minutes from the October 20, 2022 Board meeting as well as the November 7, 2022 Special Owners meeting. The motion was seconded by Gary Moss and both minutes were approved by the Board.

3) Old Business

- a) Roof Replacement:** A discussion ensued regarding the upcoming roof replacement project. The Board reviewed the updated bid from Umbrella which now includes a price to demo the two concrete pads that sit on top of the roof. It was discussed that these pads are limited common elements for the two units with roof access. However, the roof beneath is a general common element. This creates some questions of responsibility when it comes to maintaining and replacing the roof in these areas. It was also discussed that none of the roofing contractors will warranty the portions of the roof that sit underneath the concrete pads as they will be unable to install a new membrane in those areas. For this reason, the Board is leaning towards having these concrete pads demoed, with some sort of cost sharing between the HOA and the owners of these two units to be determined.

The Board agreed that a discussion would need to take place with Susan Terra, who owns a unit with roof access, before a final decision will be made about the concrete pads. The Board stressed the importance of keeping all owners in the loop and working together towards a solution that is acceptable for all. However, the Board will ultimately need to make a decision that is best for the overall health and longevity of the property as a whole.

The Board then discussed that it would be wise to select a contractor to engage for the re-roofing portion of the project, even though a final decision on the concrete pads will come later. A motion was made by Meg Young to engage Umbrella Roofing for the re-roofing project, with a final determination on the concrete pads to come at a later date. The motion was seconded by Michael Davies and approved by the Board with one caveat, that the final contract from Umbrella will contain updated language regarding the replacement of the parapet caps.

4) New Business

- a) **Board Positions & Tenures:** The Board discussed keeping the positions as is for this year. A motion was made by Michael Davies to maintain the Board positions for another year. The motion was seconded by Meg Young and approved by all. Therefore, the board positions and tenures are as follows.

Meg Young: President, one (1) year term.

Michael Davies: Secretary, one (1) year term.

Gary Moss: Treasurer, one (1) year term.

- 5) Executive Session:** None required.

- 6) Open Forum:** No open forum was necessary.

- 7) Next Meeting Date:** The next meeting date is still to be determined.

- 8) Adjournment:** With nothing further to discuss, the meeting was adjourned by Michael Davies at 12:07pm.