

Balterra Condominiums Association
Board of Directors Meeting Minutes
November 15, 2018 at Clubhouse
5:30 p.m. Executive Session (Board Only)
6:00 p.m. Regular Board Meeting

Call to order:

- Executive meeting called to order at 5:30 p.m. by Bradley Hanson. Quorum of the Board of Directors established.

Board members present: Bradley Hanson (via phone), Tony Johnson and Steve O'Hair

CPMG Staff: Debra Vickrey, CAM, AMS, PCAM - Association Manager and John Wolfrum, CPMG Assistant

Topics:

- Legal matters – Collections

Adjournment: 5:55 p.m.

Call to order:

- Meeting called to order at 6:00 p.m. by Bradley Hanson. Quorum established as above.

Meeting Minutes: October 11, 2018

- **Motion** to approve the meeting minutes was made by Steve O'Hair, seconded by Tony Johnson and passed unanimously.

President's Report: None

Association Managers' Report: Debra Vickrey

- Debra gave an update on daily operations.

Homeowner Forum – 6 attendees

- No comments

Discussion Items:

- The Board discussed revision to the clubhouse agreement. CPMG will provide a new draft at the next meeting.
- John Wolfrum, CPMG gave a summary of the challenges with the locks at the clubhouse. The Board discussed options for improving the locks.
- Debra gave a summary of where the adjusters are in the process of roof claim.

Contracts:

- **Motion** to approve the WDR Construction proposal in the amount of \$2,376.19 to repair the main door to the pool areas was made by Bradley Hanson, seconded by Steve O'Hair and passed unanimously.

- **Motion** to approve the Arapahoe County Security proposal in the amount of \$2,093.06 to install hardware and rekey 17 locks, and to approve the CPMG administrative time to correct all of the current fobs issued to owners, was made by Steve O'Hair, seconded by Tony Johnson and passed unanimously.
- **Motion** to approve the Complete Plumbing proposal to replace a blower motor for the furnace in the hallway in the amount of \$689.50, repair the wall heater in the pool equipment room in the amount of \$589.50 plus taxes and shipping was made by Steve O'Hair, seconded by Bradley Hanson and passed unanimously. The Board also agreed to have all three furnaces receive general maintenance and to have the remote sensor for the work out room replaced, cost yet to be determined.

Financials/Legal:

- **Motion** to approve the October 2018 financials prepared by CPMG, subject to audit, was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.
- **Motion** to approve sending account 2672304 to Moeller Graf for collections was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.
- **Motion** to approve a payment plan for account 2705112 was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.

Architectural Requests:

- **Motion** to approve the request from unit 2675 #206 to replace the front door, with the condition they provide a picture of the door prior to purchase for Board approval, was made by Bradley Hanson, seconded by Tony Johnson and passed unanimously.
- **Motion** to approve the request from unit 2682 #104 for window replacements, with the condition the width of the vinyl must be the same as original, was made by Bradley Nanson, seconded by Tony Johnson and passed unanimously.


Correspondences: None

Hearings: None

Adjournment: 6:55 p.m.

Next meeting: February 7, 2018 at 6:00 PM

Minutes approved:


Bradley J. Hanson, President

2-7-19
Date