

# Nineteenth Fairway Townhouse Condominium Association, Inc.

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## Board of Directors Meeting

November 15, 2021

A meeting of the Nineteenth Fairway Townhouse Condominium Association was held on Tuesday, November 15, 2021 at 4:00 pm via Zoom.

1. **Call to Order.** The meeting was called to order at 5:05 pm.
2. **Roll Call/Establish Quorum.** Directors in attendance were Kara Robinson, Jim Shelden, Brian Richardson and Roger Silverstein. Kimberly Melvin was absent. Also in attendance was Eileen Jacobs of Mountain Caretaker, Inc.
3. **Approval of Minutes.** Upon motion duly made and seconded, the minutes of the March 16, 2021 meeting were approved unanimously.
4. **Foundation Repairs.** Unit 9 had some additional waterproofing work done in October/November, most of which was covered by warranty. A water test was done and water is now traveling along the foundation to Unit 10. Cona Engineering, Aspen Foundations and RG Jacobs met on site to review. Aspen Foundations submitted a proposal for \$20,800 to repair Unit 10's foundation.

Upon motion duly made and seconded, the Board unanimously approved Aspen Foundation's proposal.

5. **Review/Approval of 2022 Proposed Budget.** Management reviewed year end projections noting that the pool removal prevented a lot of landscape services, such as tree work and miscellaneous landscape items. These items, as well as the low snow year resulting in no roof snow removal and very little non contract snow removal contribute to an anticipated surplus of about \$13,000. There may be a few other items done in 2021 that may reduce that number including some additional work at Unit 9 and removal of the pool shed.

**A. Capital Project Review.** Next, the Board reviewed the Capital Projects schedule. Management noted that this is a very rough estimate based on known numbers. After the asphalt project is completed, a new reserve study should be completed with the reserve number set at a rate that will allow reserves to meet anticipated needs over the next 20 or 30 years. Roofs and siding will likely be the biggest

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projects and the remaining life span and cost of replacement needs to be part of that proposal.

- 6. Asphalt RFP.** John Cona has submitted his RFP for asphalt overlay and/or replacement and management has sent to four contractors for bidding. Deadline for bidding is 12/31/2021.

Brian suggested the Association anticipate the eventual installation of electric charging station and said he would do some cost research.

- 7. Adjournment.** Upon motion duly made and seconded, the Board adjourned the meeting at 5:05 p.m. by unanimous vote.

Respectfully submitted,

MOUNTAIN CARETAKER, INC.

*Eileen Jacobs*

By: \_\_\_\_\_  
Eileen Jacobs