

## GRCA Board of Mangers – Minutes 3/29/23 Board meeting

In attendance: Pres. Caruthers, Treas. Bartsch, Secy. McEncroe, Roger Pederson, and Melanie Gage (via Skype). Quorum established; called to order at 6:05 PM

Staff present: Office Mgr. Royer, and Prop. Mgr. Hecht

Guest: Chris O'Dell J.D.

Agenda – Added Exec. Session under New business. Pres. Caruthers motioned to approve as amended, Secy. McEncroe seconded, unan.

Draft minutes of 3/1/23 Board meeting were approved with an addition of the following italicized verbiage under LCM Property Mgmt/Bob Weiss' report: *Roger Pederson questioned how the budget reconciles to the policy?* Treas. Bartsch motioned to approve as revised, Roger Pederson seconded, passed with 4 in favor (Pres. Caruthers abstained as was not present at the 3/1/23 meeting)

Treasurer Bartsch's guest, Chris O'Dell J.D.: Treas. Bartsch provided several examples of where our current counsel has failed to respond in a timely manner to the Board's need, especially with larger contracts. He noted that Chris O'Dell has significant experience with HOAs in Summit, Eagle, Jefferson, and Arapahoe counties. Mr. O'Dell explained that his rate is \$300/hour billable in tenth's of an hour, with no retainer required, that he answers his own phone, and is responsive to e-mail. Melanie asked what is holding up boiler contract, Treas. Bartsch responded that the delay is related to contractual language related to the crawl space squash blocking. When asked about "turn-a-round" time Mr. O'Dell said we can rely on a  $\leq 2$  week turn-a-round. V.P Oldham motioned to engage Mr. O'Dell to review some contracts on an hourly basis, Treas. Bartsch seconded, unan. The Board decided to keep Wizenburg, Leff, Purvis, & Payne LLP for "smaller, routine" work

Carl Evans joined at 6:20, and Bob Weiss at 6:35

### Office Manager's report:

- Janie sends invoices to "lock box/strong room," Pres. Caruthers and/or Aaron review. Per Bob Weiss, if there an issue, then it is brought to the Board. To wit, painting was done by Prop. Mgr. Hecht at a time of his choosing, yet billed the work at \$60/hr; his emergency rate. (ref. p. 5 of 7 in the 3/29/23 Board packet).
- Deep cleaning in gym weekly – Frank moved to allow Office Mgr. to oversee deep cleaning from 6P-10P on Thursdays (during which time the gym will be closed) for \$300/month, Pres. Caruthers seconded, unan.
- Will be losing Matt, so will be advertising for someone (who preferably lives on-site) at \$13.75 (current min. is \$13.65)
- Asked if a raise for staff is included in this year's draft budget?

### Property Mgmt. contract:

- Would like a deadline on finalizing his contract
- Electrician wants \$7,367 to install 2 grounding rods??? Carl asked Mike to get a couple quotes
- Carl said Nat. gas is at \$2/MBTU, a 10 yr low (Michael said quote is for ~4.50/MBTU), Michael will requote
- Cleaning contract: Secy. McEncroe motioned to approve at \$54,048, Roger seconded, unan. Bob will budget \$54,048
- The legal review on Impact Construction's 3/9/23 proposal for the Crawl space project is holding up the work; Bob Weiss will require that our attorney send it tomorrow. Treas. Bartsch would like Chris O'Dell to review our \$14,000 contract with Martin/Martin; Board was in consensus to proceed with Treas. Bartsch's recommendation

Bob Weiss/LCM Management:

- Budget same as discussed last month but with an 8.02% increase for Milusos (per contractual CPI adj.) and 5% for Hulk Enterprises.
- Includes 3% for staff (but with staff hour reduction, effective should be more)
- Avg. HOA increase: \$28.50 increase to reserves and \$36.47 increase to operating, reserve balance will never drop below \$100,000, funding to reserves will be at \$546,934 during 2023.

Executive session: 8:25; exit at 9:12: Our contracts for on-site services were discussed, and will need legal counsel review.

V.P. Oldham and Carl Evans needed to leave at 9:16

New Business: Roger asked about "Flock system" to reduce theft, especially catalytic converters

4/11 – Budget approval

4/19 – next regular meeting

Adjourn 9:21 PM