**Copperbottom Inn HOA**

**Board Meeting Minutes**

February 24, 2021 – 5 pm MST, Zoom

**Participants:**

*Board:* Pete Negro, Paul Askins, Jeff Chaffee, Arlyne Lewiston, Brian Gilbert

*Model HOA:* Allyson Dickey

1. **Call to Order and Quorum Verification:** President Jeff Chaffee called the meeting to order at 5:01 pm MST with quorum verified.
2. **Action Items Outside of a Board Meeting:** None
3. **Approval of Minutes from 01/13/21 Board Meeting:** Pete Negro moved to approve the minutes from the 1/31/21 Board meeting. The motion was seconded and passed unanimously.
4. **Owner’s Open Forum (3 min / owner):** None
5. **Review Financials:**
   1. *Financial reports:* Allyson Dickey reviewed the financials as of 1/31/21 including cash balances, budget performance, and accounts receivable.
   2. *Sewer line break expenses:*  Allyson Dickey summarized the sewer line break repair expenses and summarized the expenses covered by the insurance company and those that are an Association responsibility. The Board agreed to have Utah Disaster continue with the repairs to the tile, drywall, and paint. The Board agreed to conduct a special assessment vote at the upcoming annual meeting.
   3. *Laundry room bid to move the gas line –* The Board discussed and approved the bid to have the exposed gas line in the laundry room moved into the ceiling/wall. Allyson agreed to schedule the plumber.
   4. *Replacement parking tag fee:* The Board discussed the parking tag replacement fee and agreed to change the fee from $25 to $15 per pass.
6. **Annual Meeting Preparation:** Allyson Dickey reviewed the Zoom webinar format for the upcoming annual meeting. Allyson commented that she would add slides to the presentation for the special assessment vote.
7. **Project Discussion:**
   1. *Elevator Replacement:* Pete Negro reported that he has reached out to three national elevator companies (Otis, Schindler, and Thyssenkrupp) and one Utah company (Carson Elevator Company) to assess the condition of the elevator and options for modernization. Pete reported that Carson believes the elevator mechanics are in good shape and that the HOA could pursue modernization of the interior elevator cab. Pete reported that Carson will offer CBI a maintenance contract that is less expensive than the current agreement with Thyssenkrupp including lower trip charges. Pete commented that he is waiting on the references he requested. The Board agreed to install the commercial vinyl flooring in the elevator at the same time the flooring is being replaced in the basement hallway. The Board discussed waiting until Pete obtains the evaluation and bid from Thyssenkrupp before changing maintenance providers.
   2. *CC&R Re-write:* The Board reviewed the changes to the CC&Rs/Bylaws proposed by Allyson Dickey, Brian Gilbert, and Paul Askins. Allyson agreed to send the agreed to changes to the attorney.
8. **Management Update:**
   1. *Unauthorized parking in the Copperbottom Bottom parking lot:* The Board discussed vehicles parking in the parking lot that do not belong to owners or guests of the Copperbottom Inn. The Board discussed modifying the parking policies and subsequent signage updates. The Board agreed to keep the policy and signs as-is for the now and will continue to evaluate if it becomes a larger issue.
9. **Upcoming Board Meeting Dates:** The Board agreed to set the meeting schedule after the new Board members are elected at the annual meeting.
10. **Executive Session:** None
11. **Adjournment:** President Jeff Chaffee adjourned the meeting 6:27 pm MST.