

**ANACONDA CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MINUTES**

December 6, 2004

Call to Order:

President, Dick McKay, called the telephone conference call meeting to order at 10:14 a.m.

Board Members Participating:

Dick McKay
Ben Broughton
Hank Reinke

Board Members Absent:

Stan Sprinkle
Shirley Bushong

Others Participating:

Tom Malmgren

Dick McKay used the action plan distributed to all board members dated October 20, 2004 as the agenda for the meeting.

1. Re-glue edges of black roof covering near spa on building two visible from many units.
Tom reported that this was not totally corrected prior to cold weather and snow and that completion will have to wait until next summer. A completion date of July 1, 2005 was targeted for this to be completed.
2. Coordinate with Helen Roberts to have written planting plan in place for next spring. Tom reported that Helen and Deb met after the annual meeting and did an extensive inspection of the grounds. He will follow up requesting a written plan. A completion date of March 8, 2005 was targeted to have this plan.
3. Plan and implement new building signage. At the last board meeting it was determined that the board and management would work together to establish signage needs and put together a plan. This is the first meeting since that time and the board asked Tom to work with a local sign company to see if we could establish an entry directory adjacent to the key pad at the entry gate. (suggestion by Ben Broughton) This would eliminate having multiple signage on the individual buildings. Tom will pursue this as well as meet with Ben to create a signage needs analysis to be presented to the full board at the March 8, 2005 meeting.
4. Determine whether the large Anaconda entry signs need to be refurbished. Tom reported that he asked the sign maker to inspect these signs and it was determined that no refurbishment was necessary. Ben and Tom inspected the signs and concurred with this opinion.

5. Follow up with all owners who have bicycles in the storage room and any items in the garage areas, notifying them they have 6 months to label their bicycles and removing inappropriate items from the garages. A letter will be sent out no later than December 15th to all owners outlining this topic. The six month deadline will provide owners adequate time to identify their items, after which any items not identified will be disposed of.
6. Letters to Travis Construction, James Hardi Building Products, Rocky Mountain Prestain (stainer) and Duck Products, Inc. (Manufacturer of stain) regarding stain problems in certain areas. Dick McKay reported that he had talked to Travis Construction and after recapping those discussions the board agreed that Dick will write letters to the various entities to establish a paper trail record, regardless of the warranties Travis has assured us of having. The target date for these communications will be December 15th. Dick will circulate his letters to the other board members for comment and approval.
7. Create and implement Parking Policy including enforcement and parking permits. Tom referred the board to the letter and permits (guest permits) that recently were mailed to all owners in the complex. The owner parking decals previously issued will continue to be honored. If an owner has a new vehicle and needs a new decal they need to contact management to obtain. The board was comfortable with the letter that was sent out with the guest permits. Parking enforcement will be implemented as outlined by the board at their September meeting.
 - 7(a). Dick suggested that an operations manual be put together to provide detailed guidelines for all aspects of the complex. i.e. when irrigation system is activated, when fire extinguishers are serviced, etc. He will make a copy of the manual in use at Elk Run as an example/template to follow and distribute it to the full board.
8. Create and implement a policy for yearly inspections and replacement of fire detector batteries, inspection of fireplaces and fire extinguishers. All problems to be corrected with the board deciding whether the HOA or homeowner pays the bill. Management was instructed to obtain bids to have gas fireplaces serviced. Wood burning fireplaces (only 3 in complex) are inspected and flue cleaning is performed annual per fire code requirements. Once the board has price guidelines for having the gas fireplaces serviced they will establish a price ceiling up to which the cost will be paid by the association. Any price above that established amount will be the individual homeowner's responsibility. A late summer or early fall target date will be established in the operations manual for these items to be carried out on an annual basis.
9. Planning for replacement of the hot tub next summer. Tom will seek bids and proposals for replacement of the existing hot tub shell which is nearing the end of its useful life expectancy. Bids will be reviewed at the March 8, 2005 meeting.
10. Insurance: Dick reported that our insurance policy anniversary date was December 5th. Thus, it was just renewed with State Farm. The premium increased up to \$17,328. Additional bids have been requested and will be

analyzed for coverage and cost comparison. The board authorized Dick to work with Tom to compare the other bid(s) and to make a change if significant cost savings could be achieved.

11. Ben referred to a question regarding maintenance of individual balcony decks off off the dining areas. Review and analysis of these will be reported to the board at the next meeting with a plan and hopefully bids to perform repairs and painting of these areas by July 1, 2005.
12. Review of other painting/maintenance requirements: Tom and Ben will conduct a walk-a-round of the interior of the complex common areas to identify painting, maintenance, etc. requirements. This will include hallway walls, doors, etc. This report with recommendations will be available for the board to review at the March 8, 2005 meeting.
13. Chapel Foundation contribution request: The board voted to send \$100.00 from the Anaconda Association to the Chapel Foundation for their mountain top structure they wish to build. While the board enthusiastically supports the project, they felt individual owners should make their own choice regarding contributions of this nature. All owners are encouraged to make donations to this worthy cause and enclosed with these minutes will be a form from the Chapel Foundation outlining the project and where to send donations.

Next Meeting: The next meeting will be on March 8, 2005 and will be conducted by telephone conference call.

Adjournment: The meeting adjourned at 11:00 AM.

Respectfully submitted,

Accepted,

Thomas J. Malmgren, Managing Agent

Richard McKay, President