

**Black Bear Lodge Condominium Owners' Association**  
**Annual Meeting May 14, 2016**

The meeting of the Black Bear Lodge Owners' Association was called to order at 10:00am by President Donna Hansel. A quorum was established by those present and the proxies received as reported by Elyse Fila, Secretary. Donna asked that all questions be held until the open discussion part of the meeting.

Introductions were made; Board members, the General Manager, Staff, and Owners present.

**President's Report**

It has been a great year with our new GM Kim Bryan implementing new ideas and policies. For a second year in a row Kim has negotiated a great propane rate saving us additional funds. This year cost went from \$1.19 a gallon to \$1.17.

Will Nichols has replaced Bryan Mitchell as our maintenance supervisor and has been doing a good job. The Maintenance Department has opted to take over the lawn care and landscaping which is saving the association roughly \$4000 while earning money for the LLC Rental program. Effectively we are saving ourselves money and earning power.

Charlie, front desk supervisor, and Sandy, housekeeping supervisor, both helped the COA to stay on track with the budget.

There were some unexpected cost incurred this year; the commercial washer replacement, and additional rot repair was completed. Several additional sections of roof replacement were done as recommended by our roofer. This was paid for through our restricted roof fund which did not place additional burden on our budgeted funds.

Solar Energy was investigated for the second time and it appears it is not an option for BBL at this time. We are open if something comes along in the future to revisit a solar system.

Lee Cheshire has resigned from the Board and Ed Lyons, LLC President, has offered to serve out his remaining term. The COA and LLC Boards are effectively one Board, but are separate entities.

**Yearly Review**

- 1) No Pet policy
- 2) Room improvements costing over \$1000 requires a town permit and contractor's certificate of insurance which must be given to the GM. This is a By-law requirement. Work cannot start until this criterion is met.
- 3) No hotel style renting on your own is permitted. You may do a seasonal rental, but the GM must be notified.
- 4) Bike and Ski room closings are April and November. No other personal items other than bikes, skis, or snow boards are to be stored in the room at any time.
- 5) Insurance reminder. Be sure your unit is properly insured.

**Secretary's Report:** (Elyse Fila)

Elyse asked that the Minutes to the 2015 Annual Meeting be accepted as presented. Jim Bosco unit #505 made a motion to accept the minutes of the meeting as presented. Second by Jeff Smith unit #507. Vote passed.

**Treasurer's Report:** (Judy DiCristofaro) (see Income Statement, Bal. Sheet, Proposed Budget)

Review of last fiscal year's numbers looks like a profit and loss statement, but as an Association what is called income is our annual dues. Again this year, dues are being paid by everyone, although we have more than budgeted in late fee income from those who paid over 30 days late. We have one owner in arrears and he has had private issues which we are expecting him to have resolved soon.

**Lease payments** should say shared expenses. This is money the LLC pays the COA for use of the computer reservation equipment and laundry facilities owner by the COA.

**Expenses** A challenging year for Kim as she did not create or have input into the budget she must follow. Our largest administrative expense is insurance. This number has remained stable since we determined our actual building size.

**Maintenance and repairs** is the cost of keeping our building in good order in regards to day to day upkeep. A big shout-out to Kim and Will in this area as they did not create this budget, and have had to operate within it. Will has been doing an excellent job watching our money and spending carefully on only what needs to be purchased. Note that we are \$10,000 below budget in this area as of April 30<sup>th</sup>.

**Utilities** continue to be approximately 30% of our budget. Right after she started as GM, Kim found us a much better rate for propane resulting in a huge savings us. Unfortunately, we lock into a electric rate, which at the time was favorable for us at the start, but is now above market. Kim is already evaluating available rates and contracts for us to consider as soon as our current contract expires. Additionally, Will has identified issues with our hallway heaters and thermostats and is addressing them. He will have all heaters set at appropriate temperatures and maintain the heaters to operate as efficiently as possible.

**Major Maintenance Expenses** are ending the year mostly as budgeted. We identified and repaired a long list of places on the exterior of the building that had rotted. The back of the building was painted and stained. Sound dampening was added to this conference room to help deaden sound and decrease noise for the owner units above it. An unplanned expense for the year was the purchase of a larger commercial washer to replace the one that failed in January.

**FY 17 Budget** A 5% dues increase for this year is being proposed. This is the first increase in 3 years. For a typical deluxe unit that is \$170 per year, or for our Starbucks aficionados a small latte per week. The primary reason for the increase is to cover some needed building projects, properly fund our admin. and M&R areas, payback some of the reserve account drawn from last year to cover the rot repair project and to continue to add to our roof reserve restricted account at the rate of \$25,000 per year. Basic operational needs are expected to remain the same for the New Year.

**New Projects** for the year are listed on the back of the budget page. Kim is planning to market our ground level units as garden level units, as an aid to this some gliders and furniture will be purchased for the back lawn area for all to use. Less glamorous, but necessary projects include repairing the Bus Stop pavement and parking lock; fire extinguishers replacement; pool area electrical panel; and one last area of build to be stained.

**Purchases** the Lobby carpet is to be replaced and new lobby furniture is to be added. Purchase of some new Exercise room equipment is in the Budget.

New more efficient hot water heaters to replace the 20 year old units for the Laundry will be purchased. A new dryer sized to match the new washer will be purchased, replacing an old not so efficient one.

**Emergency /contingency fund** for our 30 year old building is Judy's favorite budget item. This budget (attached) allows \$13,000 to be added back to our reserve fund.

At the bottom of the budget is a surprise of the Roof Reserve Restricted Fund. As of April 30<sup>th</sup> we had \$97,900. Replacement of the worst sections of the roof is starting this week at a cost of \$67,000. \$25,000 will be added in the FY with no anticipated spending leaving a projected balance of \$55,000 at the end of the FY.

**5 Year Plan.** This is a bare bones plan that will continue to develop as needs arise. The highlight of the plan is the roof. With this year's spending completed there will be \$95,000 remaining to complete the roof replacement which will be done in FY18, 19,& 20 matching the roofer's estimate for the remaining life of the older roof sections. It appears it is possible to complete the roof project without a special assessment. As you recall in 2009 when the restricted fund was established we were hoping to lessen a potential \$2000 special assessment. It looks favorable that has been accomplished.

**Motion to accept** the new budget proposal and dues increase was made by Jim Bosco Unit #505. Second by Peter Nigro Unit #421. Vote: Majority present in favor. 1 vote NO.

**Doug McDermid**, Board member, gave a presentation on the property values in the Valley. He shared concerns within the Valley that there currently appears to be 'no direction', but hope that changes at the mountain may make a difference.

**General Manager's Report.** Kim did a slide presentation covering all the projects completed this year.

**New Business.** Election of Board members. Mike Aronson Unit #216 mad a motion to re-elect Donna Hansel to another term as President of the COA. Second by Jim Bosco Unit #505. Vote passed  
Mike Aronson Unit #216 made a motion to re-elect Doug McDermid to another term on the COA Board. Second by Jim Bosco Unit #505. Vote Passed

**Open Topics.** Bike storage for the off season. Mr. Weiser wants the availability for storing bicycles at the Lodge even if there is a charge for it. Mr. Cantor suggested a lottery to choose those who could have winter storage space. It was explained by Donna H. that there is no space available in the building and that owners must remove their bikes. Mr. Cantor questioned the possibility of having a moveable shed on the property. The Board will look into the possibility of a shed.

A Motion to adjourn the Annual Meeting was made by Peter Nigro Unit #421. Second by Jeff Smith Unit #507. Meeting adjourned at 12:00pm

Respectfully submitted by,  
Elyse Fila  
Secretary, BBL COA

