

The Reserve on the Eagle River  
Board Meeting Minutes  
Monday, April 16, 2018 at 6:30PM  
Reserve Clubhouse

BOARD MEMBERS PRESENT IN PERSON: Deb Forsline, Linda Guerrette, Marilee Horan and Jess Frieze

BOARD MEMBERS NOT PRESENT: Christine Riker

ALSO PRESENT IN PERSON: Dan McNeill, Managing Agent and Sara Thurston McNeill, Secretary to the Meeting

HOMEOWNERS PRESENT IN PERSON: Brian Forsline (Unit G-201)

- I. Roll Call. With four of five Board Members present, a quorum was established. Dan McNeill called the meeting to order shortly after 6:30PM.
  
- II. Review and Approval of the Minutes of March 19, 2018, Board Meeting. These minutes were drafted and circulated to all Board members for review and comment via email prior to the meeting. There being no suggested changes, there was a MOTION: TO APPROVE THE MINUTES OF THE MARCH 19, 2018, BOARD OF DIRECTORS MEETING AS PRESENTED. The motion was seconded and approved unanimously.
  
- III. Homeowner Forum: There were no questions or suggested topics of discussion from the one homeowner present at the meeting.
  
- IV. Financial Review Kay Cheney, bookkeeper, prepared the March 31, 2018, financial reports and Dan McNeill presented them to the Board. According to the Balance Sheet, the association has \$92,619.52 in the regular checking account and \$199,858.19 in the liquid asset replacement account. Assets, liabilities and equity total \$333,084.14 including \$13,121.36 in prepaid insurance premiums and \$20,692.06 in accounts receivable. The balance in the Replacement Reserve Account is \$142,316.29.

Dan reviewed the list of owners who are in arrears with the Board. Of the eight accounts of concern, email reminders were sent to four, one account has been turned over to legal counsel for collections, a first notice of demand letter was sent to one and three owners are on payment plans and making progress. It was duly noted that

any delinquent owners who have a trailer permit will have that permit revoked, per the Parking Rules & Regulations.

The Profit and Loss Statement reveals that three months through the year, the association has total income of \$102,919 (based upon budgeted income of \$101,250) and has incurred total operating expenses of \$89,714 (based on budgeted expenses of \$106,083). Net income equals \$13,205.

2018 capital expenses total \$42,009 and include \$2300 for the loan application fee for the solar energy project and \$39,709 for the deck post replacement project.

- V. Manager's Report. Dan reported that the Spring Walk Through was held earlier in the day The Reserve. This is the meeting where the Board and members of management inspect all of the common elements of the property and compile the 2018 Projects List. The List will then be circulated to all owners for comments and additions.

Dan and Mike Skellion met on site with Top Notch Log Works in the morning and identified all the deck support posts that will be replaced this year, beginning in May. All water / weather guards will be removed from decks and grade will be addressed wherever soil touches deck posts. This is a large-scale capital project that will require a lot of communication from management. Owners will be given notice prior to work on their deck so that they can remove all items from their deck. Front side decks will also be inspected.

There was a report of swallows starting to nest in eaves. Netting will be added to the Projects List where appropriate.

The exterior painting of Buildings B, C, E and the Clubhouse will take place this summer.

Jennie Lewis prepared and emailed the Board a Rules & Regulations update prior to the meeting. There is a bus converted to a camper parked in the lot, and there was consensus NOT to grant a variance to the owner of the bus. It must be removed from the property. Several owners have contacted management with concerns about nightly rentals that are arranged through internet sites (such as VRBO.com and Airbnb). The Board will address these concerns during their review of the proposed Amended & Restated Rules & Regulations at a later point in the meeting.

Three trailer spots are now available. Management will contact the first three owners on the waiting list to see if they are interested.

- VI. Committee Reports. Deb Forsline reported on the progress of the Governing Documents Revision Committee. The proposed Amended & Restated Rules &

Regulations (red-lined version) were reviewed and discussed in detail by those present at the meeting. “Hot topics” included hot tubs, trailer parking permits, firewood storage, storage on common elements, smoking, pets, construction hours and short term rentals.

After detailed discussion, there was consensus that no rentals of less than seven consecutive days will be allowed at The Reserve. Any owner that rents a unit from 7 days to 3 months (short term rental) will need to provide management with all of the contact information for the resident(s) and engage a local property manager to oversee the rental and be the main point of contact for the resident(s). If three complaints about the residents in a short term rental are received by management, the owner’s right to short term rent their unit will be revoked. Management was directed to draft a Short Term Rental Addendum to the Rules & Regulations for the Board’s review.

Once the final draft of the Rules & Regulations is approved by the Board, the document will be distributed to all owners for a 15-day comment period. The Board will then review and consider all comments returned from owners.

There was a MOTION: TO APPROVE THE AMENDED & RESTATED CONDUCT OF MEETINGS POLICY AS PRESENTED TO THE BOARD FROM PRESIDENT, DEB FORSLINE. The motion was seconded and carried unanimously.

Linda Guerrette reported that the Landscape Committee anticipates that the irrigation system start up will occur in the last week of April. Weather permitting, the installation of the new entry gardens will begin in May.

- VII. Old / New Business Management was directed to email all owners to seek out residents to open and close the pool on a daily basis. Marie Dowling indicated that she was interested in doing the flower planters again this summer. Dan was asked to check into why the fire alarm in Building L keeps going off.
- VIII. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 7:55pm.

Respectfully submitted,

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Secretary to the Meeting