

WestWall Lodge Board Meeting  
July 16, 2024

Board President Jeff Sacra called the meeting to order at 2:00 pm MST and the attendees were announced. All Board members were in attendance together with owners Randy Bailey, Gay Garner, Jonny Jost, Carrie Heinrich, Mary Lou Skinner, Bill Caplan, Carolyn Caplan, Adam Brown and Cynthia Morrow. Doug Bittle, facilities manager, and Joan West with OutWest Bookkeeping were also present.

Jeff noted the first item of business on the agenda is the approval of the April, 2024 board minutes. For purposes of clarification, Jeff reported the board did not hold a formal board meeting in April. Instead, it held a series of informal calls to discuss whether replacement of the roof should be accelerated due to recent resistance within the insurance industry to provide coverage for buildings with wood shake roofs. During these calls, the board interviewed several roofing contractors and developed a plan to propose a special assessment to the owners for the roof replacement as well as several other large capital items including repairs to the front entry and A garage entry concrete and new carpet and paint for the common areas and residential corridors. As a result of these discussions, the board decided to send a special assessment proposal to the owners dated April 19, 2024, a copy of which is attached to these minutes.

The special assessment proposal was subsequently approved by a majority of the WestWall owners and the work described in the proposal is currently underway as will be discussed by Doug later in this meeting. On motion made by Nathan and seconded by Robbo, the board unanimously approved Jeff's summary of the calls held by the board in April of this year that led to the special assessment proposal.

### **Property Update**

Jeff began the property update by reviewing the management report prepared by Linda Englehard who could not join today due to a conflict. The management report covered recent staff hires, food offerings in the bar, completion of exterior window washing in the spring, an update to the cancellation policy for short term rentals, sourcing of new loungers for the pool patio, the recent Crested Butte Mountain Bike Association Work Day hosted by WestWall, the implementation of bulk amenities for units in the rental pool and the installation of a new water cooler/dispenser on the first floor.

### **Financials**

Joan presented the financials for the period ending June 30, 2024. Consolidated year to date net income is \$351,624.77 which compares favorably to a net income budget target for the same period of \$299,194. Factors contributing to the better than expected net income include interest income on the special assessment proceeds and several expenses coming in below budget including natural gas, exterior window cleaning and snow removal. Joan reported that due to its positive financial performance, WestWall should be well positioned to make a contribution to the reserve fund at the end of this fiscal year.

With respect to the reserve fund, Robbo inquired whether the reserve study should be updated since the recent special assessment covered many of the large capital items that were originally slated to be paid from reserve funds. Per Doug, he is not aware of any additional large capital projects that will need to be addressed in the foreseeable future. Jeff will reach out to Borne Consulting to inform them of the recent special assessment and see about updating the reserve study.

## **Facilities/Maintenance**

Doug provided the board with an update on the projects underway at WestWall Lodge. Doug reported work on the concrete for the front entry and A garage entry have been completed. Following demolition of the existing concrete, insulation was installed followed by snow melt tubing and then rebar. Concrete pour depth is at least six inches throughout. A temporary surface has been laid in the portion of the front entry in the town easement. The town is planning to resurface Hunter Hill Road this month during which time it will remove the temporary surface and pour the remaining concrete. The town will also install two catch basins on either side of the front entry to capture water from the snow melt system.

White Castle Roofing was on site last week to begin preparations for installing the new roof next month. The first delivery of shingles is expected the second week of August.

Altitude Painting has placed WestWall on its schedule to start painting late October. Mountain Surfaces will follow behind the painters to install the new carpet.

Robbo asked about preventive maintenance for major building systems. Doug reported that WestWall is on a regular PM schedule for the boilers, the generator, the elevators and fire systems. Robbo asked Doug to look into regular PM for the air handlers. Doug stated he is looking into whether the smoke detectors in individual units are due for replacement.

## **Refresh Committee**

Mary Lou provided an update on the work of the refresh committee to date. Mary Lou reported the refresh committee has rearranged furniture in the great room, bar and library. Benches for the locker room and front vestibule were ordered and installed this winter. Elevator flooring was also selected and installed this past spring. As Doug mentioned earlier, carpet and paint for the common areas and residential corridors was selected and will be installed this fall. A decision still needs to be made on the gym flooring. Options include going back with carpeting or doing rubber tiles of the type seen in many gyms. Jonny Jost offered to work with Doug to obtain competitive pricing for the gym floor.

The attention of the refresh committee has now turned to the bar area. The goal is to achieve an inviting and pub-like atmosphere with a timeless and classic look. Examples of chairs, tables and pendant lights were shared with the group. Mary Lou suggested hiring a designer to assist in final design decisions and procurement of furniture and finishings. She requested an overall budget for the bar inclusive of design work, carpeting, paint, furnishings and finishes in the amount of \$50,000. On motion made by Ed and seconded by Robbo, the board voted unanimously to approve the budget requested by the refresh committee with costs for the bar update work to be paid from reserves.

## **Investment of Reserve Funds**

Ed reported that all reserve funds are housed in FDIC protected investments earning interest between approximately four and five percent. The reserve funds are split between Wells Fargo and Community Banks of Colorado.

## **Miscellaneous Items**

Jeff reported that the annual owners meeting has been scheduled on September 14, 2024 at 10:00 am MST. Attendance can be in-person or virtual.

Jeff also reported that the board terms for Nathan Sheets and Robbo Newcomb expire this September. Both individuals are undecided as to whether they will run again for the board.

### **Owners Forum**

Gay and Jonny asked about updating WestWall's website and evaluating resources to assess competitive rental rates for units in the rental pool. Jonny mentioned there are a lot of tools out there that could be useful to WestWall staff. Per Bert's suggestion, Jonny will lead an effort to work with Linda and her staff to evaluate helpful resources.

Cynthia Morrow asked about adding a channel to the DirecTV service so owners and guests can watch SEC football this fall. Joan will look into adding this channel to the service. This led to a discussion about whether WestWall should eventually move away from DirecTV and use direct streaming services.

The meeting was adjourned at approximately 3:55 pm