

Brooktree Townhouses Homeowners Association
Special Board Meeting Minutes
November 6th, 2019
Teleconference
12:00 p.m.

Board Members Present:

Tara Closky Carlos Molina
Karen Perez Joe Greco
Urska Rabic Bevc

Owners Present:

Kimberly MacNamee

Others Present:

Branden Berg - Caretaker

Management Present:

Abel Vega
Steve MacDonald

Call to Order at 12:04PM

Review/Approval of Last Board Meeting Minutes

The Board had reviewed the meeting minutes. Joe moved to approve the minutes. Carlos second. All were in favor.

Roof Construction Update

Joe spoke to the construction project. BluSky believes they can finish by the December 12th date. The Board has asked BluSky to stop work on C & D-buildings until significant work to A & B-buildings is completed. BluSky has stated the roof over the stairs between A & B-buildings will need to be removed or rebuilt. They have also stated the roof for the storage shed Northeast of A-building has failed and will need to be rebuilt or removed as well. The Board will look to get bids for both demolition and rebuilding of these roofs and structures. Karen spoke to the frozen pipes in A & B-buildings. An uninsulated area was exposed during the demolition of the mansard roofs. This area has since been insulated by BluSky. BluSky stated they will look to start installing top floor windows in the next week. They will give owners 48-hour notice on when they will be installing windows for each unit.

Old Business

Fireplace Inspections

The fireplace inspections have been completed for all accessible units.

Caretaker Update & Parking Passes

Branden gave an update on his duties over the last week. He stated that he had met with Matt, started spreading ice melt as needed, and has swept the walkways. Branden is scheduled to purchase a new snow blower and has received a list of projects including distributing ice melt buckets around property. Branden will also be responsible for distributing parking passes to owners and maintaining a parking pass list.

New Business

Materials Storage

Carlos had concerns regarding the materials being stored in the snow storage area between B & D-buildings. Joe is working with Vail Valley Shingles to have these materials moved.

Balcony Snow Shoveling

Karen stated owners will be instructed to shovel the snow from their balconies this winter. They will be asked to shovel out towards the parking area and not to the sides of the balcony. This is to avoid snow falling to the lower patios or balconies.

Next meeting will be held on December 4th at 12:00pm via Teleconference.

Meeting adjourned at 12:50pm.