

Avon Town Square Commercial Condominium Association

Board Meeting Minutes

May 18, 2017

A meeting of the Board of Directors of the Avon Town Square Commercial Condominium Association (ATSCCA) was held on May 18, 2017 at 30 Benchmark Road, Suite #200, Avon, CO 81620.

Dean Johnson called the meeting to order at 10:00 A.M.

In attendance were board members Dean Johnson, Paul Jardis, Lauren Burnett, and Jeff Spanel.

Others in attendance included Greg Burnett, Jason Cole, along with representatives / designers from Select surfaces of Avon, Colorado, Michael Walter – Manager and Dave Zippie – CPA.

The first item discussed was a presentation of materials, tile samples, along with paint and stain colors to be used in upgrading the common areas within the building by the designer and representatives of Select Surfaces. After a brief discussion, the Board requested that the designers create and breakdown specific bids and options for the following areas: The first-floor entry, second floor hallways (floors and wall painting), Restrooms, stairwell, Directory Signage and exterior upgrades and report back to the Board.

The next item on the agenda was the appointment of Jason Cole of Slifer, Smith and Frampton to fulfill the remaining term of Julie Bergsten as Board Member. Julie passed away in February. With a nomination duly made, seconded, and a vote taken, Jason Cole was appointed to fulfill the remaining term of Julie Bergsten.

The next item on the agenda was the approval of the minutes of the Board Meeting held December 15, 2016. With a vote taken, the Minutes of the December 15, 2016 Board Meeting were approved.

The Board directed management to transfer \$1,493 from the 2016 operating surplus to the reserve replacement account.

The next item on the agenda was a review of the two bids proposals for the repairs to the roof leaks by A&G Roofing and Turner Morris. The Turner Morris bid of \$2,265.00 was the least expensive and Turner Morris work order was executed by Dean Johnson.

Management was directed to obtain a written bid from Ivan Vasquez for the repairs to the roof soffit.

Management was directed to draft an itemized schedule of janitorial duties including the changing of light bulbs and wiping down of interior glass doors and moldings along with the restroom cleaning and hallway floors and report back to the Board before meeting with Tick of GALLERY Cleaning.

Management was directed to obtain a high-pressure cleaning of the building exterior from Ivan Vasquez and direct Ivan to adjust the exterior signage on the hand rail to the same height along the front of the building.

The next item discussed was the parking lot. The Board directed management to research purchase of an entry gate / guard rail system as a means of monitoring and controlling the use of the parking facilities.

With no further business presented, the meeting was adjourned.
