

APPROVED 02.23.22

**RIVERVIEW CONDOMINIUM ASSOCIATION  
SPECIAL OWNERS MEETING  
February 2, 2021 at 10:00 A.M. (MST)  
VIA TELECONFERENCE  
Call in number: 605-472-5326 Passcode: 769832#**

**Minutes**

1. Roll call, determination of quorum and certification of proxies. Tim Cunningham, Unit 1B, Bev McTigue, Units 2D, John Perry, Unit 2C, Don Rosenthal Unit 2A, Trisha Westfall, Unit 2B. Quorum has been met and the meeting was called to order at 10:01 am.
  - Proxy from Henry Rosen Unit 1A to Don Rosenthal
  - Also Present: Judi Balkind – HOA manager
2. Motion to approve/waive notice of meeting. ***Don Rosenthal made a motion to approve the notice of the meeting. Bev McTigue seconded the motion and motion passed unanimously.***
3. Reading and approval of the Minutes of the August 25, 2020 Annual Membership Meeting. ***Don Rosenthal made a motion to approve the Minutes from the August 25 2020 Annual membership meeting. Trisha Westfall seconded the motion and motion passed.***
4. Special Meeting Business
  - a. Roof Leak – Unit B – leaking in ceiling around skylight – condensation issue possible. Trisha Westfall noted to the members that the entire beam in her living room/kitchen ceiling area is leaking especially by late afternoon. Don Rosenthal noted he has one single brown drip in his ceiling as well. Discussion ensued. ***Don Rosenthal made a motion to approve the repair suggested by Duane Littlejohn, Elk Mountain Roof and Maintenance Company. Bev McTigue seconded and the motion passed.***
  - b. Snow melt system repair – pressure falling out of system – suggestion of a glycol feeder and glycol (Approximately - \$1,400) for the winter months. Investigate to find out where the leaking is happening ***Don Rosenthal made a motion to approve the installation of a glycol feeder and glycol. John Perry seconded and motion passed.***
  - c. Reserve Study – Review the review study. Discussion ensued. Upon review of the study, Don Rosenthal is suggesting that the wood siding and metal roof costs which have a 23 year life be removed from the bottom line calculations. When you take those 2 items out there is about 98K which is a reasonable amount to take care of the rest of the building. Don Rosenthal suggested that we get the reserve up to speed for capital reserve repairs needed in the next 3 to 5 years. ***Don Rosenthal made a motion to increase the reserve assessment for the next 3 years to raise 98K (ninety-eight thousand dollars). The annual reserve assessment will be \$32,668.00. Tim Cunningham seconded the motion and passed unanimously.***

Bev's comment on wood siding is to ask the original contractor if he knows what's under the siding.

NOTE: The reserve assessment will be back-billed for the 1<sup>st</sup> qtr. 2021.

- d. Other: Glass awning is cracked and needs to be repaired.
- Slates to the garage – need a new option
  - Bear proof cans – metal doors on either side. Bev McTigue indicated she would be willing to investigate all these areas in the garage when she is back this summer. John Perry has volunteered his wife Carol Perry to work with Bev on these issues and parking spaces in garage. Options for the garage – enclose it completely or cleaning it up, fixing the drywall, etc. Bev and Carol will have different options presented to the owners at the end of the summer.
  - Don Rosenthal reviewed the 2020 financials and found them to be in order.
  - Bev McTigue requested that she be told when the exterior window washing be done to coordinate the inside of the units as well.

5. Adjournment. *Don Rosenthal made a motion to adjourn, and seconded by Trisha Westfall.*

Respectfully submitted,

By: \_\_\_\_\_  
Jarmik Property Management, Inc.  
Judi Balkind, Riverview HOA Manager