**M I N U T E S**

**WINFIELD ARMS HOMEOWNERS’ ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**January , 2022**

**4:00 p.m.**

**119 E Cooper – Firepit Area**

**Board Members:**

Hayward Kaiser | Riley Warwick | Katherine Coleman

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| **Directors Present:** | Hayward Kaiser | Board President |
|  | Riley Warwick | Board Treasurer |
|  | Katherine Coleman | Board Secretary |
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| **Directors Absent:** | None |  |
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| **Property Manager Present:** | Diane Spicer | Aspen Places, Prop Mgr. |
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| **Owners Present:** | None |  |

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|  | **CALL TO ORDER**  Director Hayward Kaiser called the meeting to order at 4:00 p.m., Riley Warwick seconded. Motion Passed. |
|  | **APPROVAL OF PRIOR MEETING MINUTES**  There were no minutes to approve. Hayward will send Diane emails regarding last meeting minutes. Megan Rodman has left Aspen Places and Diane needs to investigate where she left off. |
|  | **PACKAGES IN THE HALLWAYS**  There have been complaints of delivery packages that sit in the foyer and/or in front of doorways for a lengthy period, once a bed was in the foyer for 2 weeks. There currently is a rule that packages must be removed from the common area within 24 hours. This rule might not be a good fit, since not all owners are on site daily. Until recently, management was removing the packages and storing them in the management office and/or disposing of them to the Thrift Shop. This is often cumbersome and costs the HOA money to have them moved and then to return them when the owner is located and present. Riley will write a rule that is a better fit for the building maintenance and occupants. |
|  | **Lights on the back fence**  Jaleh emailed to complain that the “newly installed lights” on the back fence were shining too brightly into the windows. The lights have been up for over a year at the request of owners who are concerned for their safety due to bears and tripping hazards. Tony, Mountain Maintenance, has adjusted the lights so that they point down and shine only, directly on the fence. Diane will notify Jaleh of this adjustment. |
|  | **A/C RequesTs**  Numerous owners have inquired about installing AC in their units. Currently Mini Splits and window units are not allowed. Diane has been working with Tony and Climate Control to assess the situation. There are multiple options for AC. Each unit could install their own mini-split. Placement of the compressor would be at the discretion of the Board (with the help of maintenance). The building could have 2-3 compressors on the roof that service the whole building; would this interfere with those on the 3rd floor who want to “pop the top”? The Board would like to know the most efficient and cost-effective approach. There is the possibility that the electrical would need to be upgraded. The current system is a fuse system (note: check with Tony to make sure we have extra fuses) Diane will work with Climate Control and bring a proposal to the Board. |

1. **SECURITY SYSTEM FOR THE FRONT AND SIDE DOORS**

There was much discussion about adding a security system to the front and side doors. The system at South Point was an example. Diane will work with Larsen Limited, who installed the current wifi and security camera system for a quote. Questions arose regarding entry for deliveries, friends, afterhours, etc. Is there a system that automatically locks the doors between 10 PM – 5 AM? Who would be in charge of lockouts or afterhours issues? Would adding more cameras be another solution? Does anyone not feel safe in the building? Diane to work with Bryan so that Katherine has the Unify log-in for the cameras. Currently Riley and Hayward have access and know how to use the system.

1. **WEBSITE PROJECT**

Megan was starting to design a new website for Winfield Arms HOA, as the current one is dated and cumbersome. Diane will begin working on this project since Megan is no longer with Aspen Places. It will be a WIX design.

1. **GRILL**

Some of the heating units on the BBQ grill do not work properly. Diane will ask Tony to investigate.

1. **ADJOURNMENT**

Hayward moved to adjourn the meeting @5:15 PM. Katherine seconded. Motion carried.

Next meeting will be called when necessary.