

**COLUMBINE LAKE COUNTRY CLUB, INC.**  
**BOARD OF DIRECTORS MEETING**  
**February 12, 2022**

**I. Call to Order**

At 9:01 am, President Mark Woltkamp called to order the regular monthly meeting of the Columbine Lake Country Club Board of Directors. The meeting was conducted as a virtual meeting using Uber Conference. Board members virtually attending were Directors Mark Wotkamp, Liza Eilers, Julie McCarty, Geoff Schaney and Rebecca Fine. Board members who met in person at the clubhouse were Directors Scott Wilson, Sharon Illsley, John Joyce, Becky Brentlinger, staff members Jason Gentry and David Kaeding. Board members and staff who met in person were socially distanced; President Woltkamp explained to the owners on the call that we do not have the space to socially distance homeowners in the clubhouse. A quorum was declared for the meeting to proceed. Board Secretary Julie McCarty reported 11 owners were in attendance by the teleconference platform at the start of the meeting; 1 more joined later.

President Woltkamp asked the board members if anyone had any potential conflicts of interest regarding any of the discussion topics on the agenda. None had any conflicts of interest.

**II. Meeting Protocols**

President Woltkamp explained the protocols for the virtual meeting to ensure the meeting would be efficient and effective for the board members and all homeowners in attendance. The stated objective was to make the virtual meeting follow the format and flow of a regular board meeting as much as possible.

**III. Approval of Minutes**

The minutes of the January 8, 2021 Board of Directors meeting were reviewed. A motion was made to approve the minutes with three modifications by Director Wilson and seconded by Director Eilers and approved unanimously by the board.

**IV. Members Forum**

Of the 19 owners who registered for the meeting, 11 joined the call in the beginning. One owner signed up to speak during the member forum and one owner wished to have an email read. Below are the owners that were on the call and wanted to speak with a brief synopsis of the topic they spoke about:

**Norman & Carrie Edson Block 9 Lot 13:** Welcome new General Manager.

**Larry Crowley Block 11 Lot 31:** Email was read about the danger of fire pits to the community.

**V. Financial Report**

Treasurer Wilson presented the financial packet for January 2022. A motion was made to approve the financials as presented by Director Joyce, seconded by Director Illsley, and was approved unanimously by the board.

## **VI. General Manager's Report**

See attachment A

**Additional comments to the report:** Dave would like homeowners to identify and know where their curb water shut-offs are for contractors in case needed.

## **VII. New Business**

### **a. Introduction of Jason Gentry, GM – President Woltkamp**

### **b. Social Events Update – Director Fine**

Social events going well, 2 virtual yoga classes, cross country, snow-shoeing. Thank you to homeowners for volunteering. Planning rest of 2022 calendar. Are the events held outside of CLCC sanctioned by CLCC and if so will we need to have liability waivers in case someone would get injured. Would that imply any liability to our HOA. Director Illsley suggests having a waiver signed for events where people could get hurt. JJ suggests we suspend all activity until we find out more.

### **c. Motion to approve funding of insulation for the Maintenance Building - Director Eilers**

These funds (\$19,064.00) will be moved from the Special Fire Fund to the Operating account as presented by Director Eilers and seconded by Director Joyce, and was approved by all board members.

## **VIII. Unfinished Business**

- a. Insurance and Maintenance Shop update and next steps – Director Wilson and GM Gentry.

We are looking to have a meeting to go over shop insurance needs. Continue to move forward with the projects to get it all operational.

- b. HOA Management & Staffing Challenges – President Woltkamp

Committee formed to interview and go through candidates – Directors Eilers and Schaney and GM Gentry.

- c. Discussion about return to in-person board meetings – President Woltkamp

#### **IX. Board Headcount for March 12, 2022 Meeting**

All Board members plan to be in attendance for the March 12<sup>th</sup> meeting giving us a quorum.

#### **X. Adjournment**

There being no further business to discuss, a motion was made by Director Eilers, seconded by Director Joyce, and passed unanimously by the board to adjourn the meeting at 10:59 am.

Respectfully submitted,  
Julie McCarty  
Secretary, Columbine Lake Board of Directors

**Attachment A**

**Columbine Lake Country Club, Inc.  
Board of Directors.  
Manager's Report – February 12, 2022**

- Maintenance shop:
  - Insulation is in

- Plumbing contractor completed portion of gas line hookup, lacked 1 part was scheduled to return Friday 2/11,
- Propane tank filled
- Plywood delivered and began installation 2/11, will continue week of 2/14
- Requesting pricing from contractor to build mezzanine or evaluating building in house
- Submitted pricing and request for replacement tooling items and needs destroyed by fire
- Garage doors were repaired, however east door is no longer working as of 2/10 and have made contact with JD with Proline Garage door to make repairs or replace
- Fuel tank parts have been ordered, anticipate fuel system both diesel and gas will be operational week of 2/14
- Following up on Waste Management damaged to the fence and gates to the recycle center. Requested quotes from 2 contractors
- Reached out to the 3 local trash companies to discuss pricing and options for trash services
  - Working to identify an automatic cycling compactor option to minimize employee involvement (babysitting).
  - Evaluating pricing with all 3 companies for standard service, recycling and dumpsters for slash and trash (have received 2 back to date)
  - Should have last company's proposal by first of the week and will conduct review with Mark and Scott, determine next steps
  - Side note for slash and trash: Travis Busse sold his burner unit, he is looking for another smaller unit and will let me know if this will be an options for slash and trash
- Snowplow parts have been ordered anticipate 10 days to receive and about a week to disassemble and reassemble
- Current staffing
  - GM
  - Admin (temporally filled by Geoff) recruiting for full time hire
  - Part time admin
  - Maintenance tech
  - Part time maintenance tech
  - 4 club house staff
- Geoff working through QuickBooks and getting up to speed

- Violations/complaints, Minimal violations in the month of January quiet and very cold, Dave and Donny have been discussing with individuals and educating on potential violations.
  - Items of note: Improper trash disposal, recycle left at compactor when recycle was closed. Minor parking issues, dogs off leash, snow pushed out into road from contractor building foundation.
- Hired a new clubhouse staff person. Sadie Rozinek. Please stop and introduce yourselves and welcome her to the staff. Currently have four clubhouse staff members.
- Have received all but 2 assessments for the year, have sent out last request and will begin Lien process week of 2/21 if not received
- Activity level since last Board meeting
  - Clubhouse
    - 517 check in's
  - Trash
    - 1178 visits to the compactor
    - 133 staff codes entered (to compact trash)
    - 72 STR visits to the trash

**Letter from homeowner read during minutes:**

**From:** Larry Crowley <[ljcrow@comcast.net](mailto:ljcrow@comcast.net)>  
**Sent:** Friday, January 21, 2022 2:28 PM  
**To:** Columbine Lake Office <[office@columbinelake.com](mailto:office@columbinelake.com)>  
**Subject:** Re: HOA Management Model Decision

Hi Jeff/Acting General Manager,

This is Larry Crowley, owner of 585 Kinnikinnick. I met you several days ago while you were walking your black lab. We discussed getting rid of fire pits and letting people keep or have outside propane fires. As mentioned I have had 4 separate situations whereby fires were left unattended and I had to intervene with the home owners. My wife is to the point that she does not want to come up to our vacation home because of this. We saw what the fire did. Let's not do that same thing to ourselves with these fire pits.

What's the best way to get this on the agenda. I would be happy to circulate a petition etc.

Thanks for your help on this.

Larry Crowley  
303.801.8014  
[ljcrow@comcast.net](mailto:ljcrow@comcast.net)