**Gold Point I and II Homeowners Association**

**Board of Directors Meeting Minutes**

**October 27th, 2020**

**ATTENDANCE**

Board Members Present: Gold Point I – Art Hauser, Blake Davis, Harvey LeCato, Dave Sachleben

Gold Point II – Patti Layman, Carole Starkman, Edward Carroll, Steve Bergkamp, Mike Whelan

Board Members Absent:

Management Present: Peggy Helfrich, Lindsay Reinwand, Joe Clark-Fulcher, Colin Timm, Kimberly Tramontana, Stephanie Harding, Mary Kay Perrotti, Nick Doran

**CALL TO ORDER**

By: Harvey Time: 3:05pm

**CHANGES TO THE AGENDA**

No changes

**MINUTES - Approval of Minutes from the April 25, 2020 Board Meeting**

No changes to the meeting minutes.

**Carole made the motion to approve the April 25, 2020 Gold Point Board meeting minutes and Blake seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

**FINANCIALS**

* **MANAGEMENT AGREEMENTS**
  + BGV is going to postpone the Management Agreements until the Spring meeting. BGV is asking for any changes to the proposed Management Agreements by February 1, 2021.
  + BGV is also no longer seeking the loan option for fiscal year 2021
  + Action Item: Both GP Associations submit any proposed changes to the Management Agreements to BGV by February 1, 2021.
* **UNAUDITED AUGUST 2020 FINANCIALS**

**Gold Point I:**

* The Gold Point I Operating Budget currently is experiencing a favorable variance of $21,212 YTD.
* Gold Point I Operating Fund Revenue shows an unfavorable variance of $17,277 YTD.
* Operating Fund Expenses shows a favorable variance of $38,488 YTD.

**Dave made the motion to accept the Gold Point I August 2020 Unaudited Financials and Art seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

**Gold Point II:**

* The Gold Point II Operating Budget currently is experiencing a favorable variance of $20,166 YTD.
* Operating Fund Revenue for Gold Point II shows a favorable variance of $6,365 YTD.
* Expenses for Gold Point II shows a favorable variance of $13,801 YTD.

**Ned made the motion to accept the Gold Point II August 2020 Unaudited Financials and Steve seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

* **DELINQUINCY AND RESALE UPDATE**

This information was discussed at the 9/24 Finance Committee meeting.

*Discussion:*

* + *HOA held inventory is a deed that has come back to BGV. If there is a mortgage on that unit, BGV hold the inventory, i.e. pays the maintenance fees. If there is not a mortgage, the HOA holds the inventory, i.e. pays the maintenance fees.*
* **RESERVE REVIEW**

This information was presented and discussed at the 9/24 Finance Committee meeting.

*No discussion*

* **PROPOSED CHANGES TO THE RULES AND REGULATIONS**
  + **BONUS TIME RATE INCREASES**

Breckenridge Grand Vacations would like to take this opportunity to recommend that the GPI HOA & GPII HOA Boards adjust the current nightly rates for the Gold Point Resort Bonus Time program. As the expenses associated with Housekeeping and the cost to clean units increases, it is Breckenridge Grand Vacations recommendation to increase Bonus Time rates to help offset the Housekeeping expenses associated with cleaning these rooms.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Current |  |  |  |  |
| GP Bonus Time | | | | |
|  | Spr/Sum/Fall 1 Night | Spr/Sum/Fall 2+ Nights | Winter 1 Night | Winter 2+ Nights |
| Studio | $59.00 | $49.00 | $79.00 | $69.00 |
| One Bedroom | $79.00 | $69.00 | $99.00 | $89.00 |
| Two Bedroom | $99.00 | $89.00 | $119.00 | $109.00 |
| Three Bedroom | $129.00 | $119.00 | $139.00 | $129.00 |
|  |  |  |  |  |
| Proposed |  |  |  |  |
| GP Bonus Time | | | | |
|  | Spr/Sum/Fall 1 Night | Spr/Sum/Fall 2+ Nights | Winter 1 Night | Winter 2+ Nights |
| Studio | $69.00 | $59.00 | $89.00 | $79.00 |
| One Bedroom | $89.00 | $79.00 | $109.00 | $99.00 |
| Two Bedroom | $109.00 | $99.00 | $129.00 | $119.00 |
| Three Bedroom | $139.00 | $129.00 | $149.00 | $139.00 |

**Ned made the motion to approve the Bonus Time Rate Increases and Carole seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

* + **PET POLICY IMPROVEMENTS**

Breckenridge Grand Vacations would like to recommend a change to the current pet policy. We propose increasing the number of pets allowed from one dog or cat per unit to two dogs or cats per unit. In addition, we would like to recommend increasing the nightly fee from $35 per night for one pet to $40 per night for one pet and $65 per night for two pets. Through increasing these fees, we anticipate a 43% increase in 2021 pet revenue.

**Current:** 14. Fractional Time Share Owners are allowed one (1) cat or dog while they are using their Vacation Unit during their designated Vacation Week. ***Non-Gold Point owners within the BGV Family of Resorts, renters, guests and exchangers, may bring a pet and pay a fee of $35 per night, as well as a possible fee for damages starting at $500. Gold Point also retains the right to remove pets at the pet owner’s expense. In addition to the penalties listed below for violation of the Rules and Regulations, violation of this rule may result in fines starting at $500 for the first occurrence, with eviction thereafter. Pets creating noise that disturb other guests must be removed from the premises immediately***. The Management Company will provide notification if this situation arises. Owners who bring a pet on property will be responsible for any associated damage and cleaning costs incurred. Cleaning may include laundering of bedding, steam cleaning of furniture and steam cleaning of carpet. Owners and Tenants will be required to sign a form upon check-in explaining this policy in detail and stating that they either DO or DO NOT have a pet with them. Signature on this form will indicate their acknowledgement of the policy and their agreement to pay for any pet-associated costs incurred. In addition, pets, excluding service animals, are not permitted in the hot tub rooms.

**Proposed:** 14. Fractional Time Share Owners are allowed up to two (2) cats or dogs while they are using their Vacation Unit during their designated Vacation Week. ***Non- Gold Point owners within the BGV Family of Resorts, renters, guests and exchangers, may bring one (1) pet and pay a fee of $40 per night or bring (2) pets and pay a fee of***

***$65 per night, as well as a possible fee for damages starting at $500. Gold Point also retains the right to remove pets at the pet owner’s expense. In addition to the penalties listed below for violation of the Rules and Regulations, violation of this rule may result in fines starting at $500 for the first occurrence, with eviction thereafter. Pets creating noise that disturb other guests must be removed from the premises immediately***. The Management Company will provide notification if this situation arises. Owners who bring a pet on property will be responsible for any associated damage and cleaning costs incurred. Cleaning may include laundering of bedding, steam cleaning of furniture and steam cleaning of carpet. Owners and Tenants will be required to sign a form upon check-in explaining this policy in detail and stating that they either DO or DO NOT have a pet with them. Signature on this form will indicate their acknowledgement of the policy and their agreement to pay for any pet-associated costs incurred. In addition, pets, excluding service animals, are not permitted in the hot tub rooms.

**Dave made the motion to approve the Pet Policy Change and Pet Fee Increase and Ned seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

* **INTERVAL INTERNATIONAL AGREEMENTS**

**Highlights:**

* + 4-year term with no auto-renewal
  + Exclusive agreements
  + Interval will produce a new Interval HD video for Gold Point ($12,000 value)
  + Interval will remove the $500 fee per quarter for less than 200 members
  + An Interval representative will attend the annual HOA meeting
  + All confirmations to the resort booked on or after October 1, 2020 are subject to a Health & Safety Fee. The fee will be the following: studios/suites & one-bedroom units

$5/night, two-bedroom units $10/night & three-bedroom units $15/night. This is a new revenue stream for both Gold Point HOAs and is valued as follows:

* + - GPHOA I value for 2021 = $24,461
    - GPHOA II value for 2021 = $8,819
  + Interval will provide a rebate to offset the Owner Relations expense to both Gold Point HOAs due to BGV having its own exchange support department and is valued as follows:
    - GPHOA I value for 2021 = $2,019
    - GPHOA II value for 2021 = $727
  + Interval will contribute $500 towards the Gold Point annual HOA meeting reception
  + Interval and BGV IT will work together on launching single sign on functionality so that when owners are logged into Grand Central they will enjoy seamless authentication when connecting to [www.intervalworld.com](http://www.intervalworld.com/)
  + Interval will enhance BGV’s Exchange Support Department software access, allowing for more and better ownership support
  + For internal exchang[es (i.e. Gold Point summ](http://www.intervalworld.com/)er week to Gold Point winter week) Interval will discount the exchange fee by $20 for Gold Point owners

**Blake made the motion to approve the Gold Point I Interval International Affiliation Agreement and Art seconded the motion.**

*Discussion:*

* *BGV confirmed that there were no changes from these highlights to the actual legal document.*

**All in favor, the motion passed.**

**Patti made the motion to approve the Gold Point II Interval International Affiliation Agreement and Mike seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

* **GOLD POINT I AND II HOA PROPOSED 2021 BUDGETS**

**2021 Proposed Budget for GPHOA I**

**The General Summary**

Total Proposed 2021 GPHOA I Budget: $2,078,921

Based on the forecast for the remainder of 2020, GPHOA I is expected to have an unfavorable Operating Fund variance of ($852) (approx. .04% of total budget).

Additionally, GPHOA I has $158,637 in operating retained earnings as of 12/31/19. Of those retained earnings, $150,000 has been applied to the 2021 budget in the fund deficit line item, to lower the 2021 dues increase.

In the proposed 2021 budget, a new operational expense line item titled Guest Services has been added. As a result, all budgeted operational expenses have been passed through to the GPHOA I.

The proposed 2021 budget now includes the full 10% Rental Reservation Resort Fee revenue (previously 2.5%), which is contingent upon the execution of the new Management Agreement.

* Current Annual 2020 Dues: *$1,384.41 (*per week in a 3-bedroom townhouse/penthouse)
* Proposed Annual 2021 Dues: *$1,472.00 (*per week in a 3-bedroom townhouse/penthouse)
* Total increase to the annual dues from 2020 to 2021: *$87.59* (6.3%)

*Discussion:*

* *As previously discussed, variances under $1,000 or less than 10% of total budget are at the discretion of the Management Company.*
* *When Board members come up for Board & Annual meetings and there is not availability at Gold Point, BGV may have to use other properties depending on availability. BGV will look for complimentary or least expensive lodging at GP first before looking to other properties.*
* *Wifi was moved to the reserves for GPI*
* *GPI is using $150K of approximately $158K in retained earnings to offset the dues.* 
  + *Action item:* *Highlight budget items which meet a threshold yet to be determined by the Boards. Awaiting Board direction. Include ‘new & noteworthy’ items.*

**Blake made the motion to approve the Gold Point I 2021 budget which includes using $150K of retained earnings and Art seconded the motion.**

*No discussion.*

**All in favor, the motion passed.**

**2021 Proposed Budget for GPHOA II**

**The General Summary**

Total Proposed 2021 GPHOA II Budget: $816,392

Based on the forecast for the remainder of 2020, GPHOA II is expected to have an unfavorable Operating Fund variance of $10,283 (approx. 1.3% of total budget). Additionally, GPHOAII has

$150,143 in operating retained earnings as of 12/31/19. Of those retained earnings, $52K has been applied to the 2021 budget in the fund deficit line item, to lower the 2021 dues increase.

In the proposed 2021 budget, a new operational expense line item titled Resort Operations has been added. As a result, all operational expenses have been passed through to the GPHOA II.

**Please refer to the next page for significant increases/decreases detail. Dues Comparison**

* Current Annual 2020 Dues: *$1,434.10* (per week in a 3-bedroom penthouse/townhouse)
* Proposed Annual 2021 Dues: *$ 1,494.42* (per week in a 3-bedroom penthouse/townhouse)
* Total increase to the annual dues from 2020 to 2021: *$60.32 (4.2%)*

*Discussion:*

* *The Trash Removal line item was changed to reflect a 28% increase instead of 44%*

***Ned has made a motion to make the change to 7060 to have only a 28% increase per the contract, Patti seconds. All in favor, none opposed. Motion passes.***

* *There are items for Fire Alarm Service in both the reserves and budget. Items like yearly testing, monitoring and maintenance are what is included in the budget.*
* *The Owner Relations Fee line item is GPII’s share of the Owner Relations Department expenses, it cannot be reduced.*
* *Guest Services had an increase due to the wage increase. This was communicated via email on August 31st.*
* *2021 will be the first year that the Resort Ops line item is included in the GPII budget.*
* *GPII has lowered the number of foreclosures in the proposed 2021 budget from 8 to 5.*

***Ned has made a motion to lower the number of foreclosures in line item 7200 from 8 to 5, Mike seconds. All in favor, none opposed. Motion passes.***

* *Action Item – Mary Kay: Room Keys will become its own line item for the 2022 budget.*
* *Collection Expense added $399 in 2021 which is a 10% increase.*
* *Wifi Services will be moved to the reserves for GPII.*

***Ned has made a motion to move the Wifi services to Reserves, Patti seconds. All in favor, none opposed. Motion passes.***

* *COVID 19 Equipment will be moved to the reserves for GPII.*

***Ned has made a motion to move line item 7521 to Reserves, Patti seconds. All in favor, none opposed. Motion passes.***

* *COVID 19 Safety is it’s own line item for company wide tracking.*
* *Employee Housing Reimbursement*

***Ned has made a motion to remove line item 7391 – Employee Housing Reimbursement from the 2021 budget, Carole seconds.***

*Discussion:*

* *BGV made the decision to master lease employee housing from another Developer to provide workforce housing to our employees. It is currently around 70 bedrooms. The allocation is shared between the developer and the five associations and is split by employee headcount.*
* *Currently 3 of 9 full time GP employees live in employee housing.*

***None in favor, all opposed. Motion does not pass.***

* *Retained Earnings*

***Ned makes a motion to reduce the amount of retained earnings used by $9K to put into Reserves to keep the increase of dues at 4.2%, Patti seconds.***

*No discussion*

***All in favor, none opposed. Motion passes.***

**Steve made the motion to approve the Gold Point II 2021 budget which includes using $43K of retained earnings and the discussed changes,Mike seconds.**

*No discussion.*

**All in favor, none opposed, motion passed.**

Action Item-Peggy: Budget review session for anyone from the Board with MK, Peggy & Lindsay after January 1st, 2021.

**Harvey made the motion to move any actionable items to the Spring Board Meeting,Mike seconds.**

*No discussion.*

**All in favor, none opposed, motion passed.**

**GENERAL MANAGER REPORT**

So many things have changed since the last time we met. At that time, we were approximately one month into a 10-week resort closure. We were working diligently to identify creative solutions to help us re-open.

Today, we are currently four months into being reopen. In the last 6 months, we have implemented BGV Shines, which is our innovative health and safety program, that raises the bar for hospitality cleanliness while ensuring the well-being of every owner, guest and employee. At Gold Point, we have implemented the following as part of the BGV Shines program:

* + UV sanitizing and electrostatic sprayers in the Registration Building, hot tub rooms and all common areas
  + UV sanitizing and electrostatic static sprayers in each unit between departure and arrival
  + Daily houseperson for cleaning common areas
  + Safety stations throughout each building which include sanitizers, sanitizing wipes, masks and door tissues
  + BGV Shines Promise – signed by each owner and guest prior to check-in

Overall, owners and guests have been adhering to the policies. Summer occupancy was higher than 2019, with owners and guests driving from all over the country to visit Gold Point. The drive market and previous pet policy change have led to several dogs on property and an increase in revenue for the HOAs.

While things are ever evolving, the team at Gold Point continues to work diligently and harder than ever to provide a Grand vacation for all guests and owners. All Gold Point employees are constantly seeking feedback from guests and owners through on- property interactions, post-stay surveys and online review platforms. The management team then meets weekly to discuss reviews and implement action plans. A team member will then touch base with the owner or guest to close the loop on the action item(s). Through feedback we have identified unit interiors, exterior common elements, and amenities as areas to focus our attention.

As such, the unit interiors are an area where we continue to make focused improvements. Over the last several months the team has done the following to improve the unit interiors:

* + Completed the renovation of 15 bathrooms in Building 4
  + Stained the interior trim in Buildings 1, 4 and 6

remove space between lines

* + Replaced interior unit doors and hardware in Building 6

To continue to improve the unit interiors, we intend to complete the following:

* + Renovate 18 bathrooms in Building 3 in 2021
  + Replace interior unit doors and hardware in Buildings 3 and 4
  + Work with an interior designer to create a design plan for the 2022 Building 7 kitchen and bathroom renovation
  + Replace blinds in Buildings 1 and 3

Exterior common elements and amenities are another area where we receive feedback from owners and guests. To improve the overall Gold Point experience, we have completed the following exterior common element improvements:

* + Repaired the gutters on all buildings
  + Replaced needed siding and touch-up paint exterior buildings
  + Patched concrete stairs next to buildings
  + Coated and seal the upper and lower driveways

Going forward the team will be focusing on the following areas for improvement:

* + Replace the Building 1 hot tub and refresh the room
  + Replace the Building 1 hot tub room windows
  + Replace a portion of the windows throughout Buildings 1-6
  + Replace the concrete stairs outside two buildings in Buildings 1-6

**NEW BUSINESS/UPDATES**

* **RECORDING OF PREVIOUSLY APPROVED CHANGE OF RULES AND REGULATIONS VIA EMAIL VOTE FOR THE 10/1/20 BOARD MEETING MINUTES**

Having received appreciated feedback from Board members to address flexibility when/if there are changes to the Promise, as well as any changes to State and local health mandates, we have amended the proposed addition to the Rules and Regulations as noted below. This will still allow staff to be supported in enforcement of the Owner and Guest Promise, while allowing flexibility in any changes to any governmental health and safety mandates.

Thank you to Ned and Harvey in particular, for your questions and feedback. It was valuable to create a more appropriate generic addition to the Rules and Regulations.

Please reply all with the motion, second, discussion and voting so that we can all stay on the same page. This email vote will conclude Saturday, May 30th, at 5pm.

Motion: To approve the following addition to the Gold Point HOA Rules and Regulations: *In the interest of health and safety, and to maintain compliance with any Federal, State, and Local regulations, the Managing Agent may modify and/or supplement these Rules and Regulations as deemed necessary by the Managing Agent upon prior written notice to the Board.*

**Made by:** Harvey LeCato

**Second:** Patti Layman

**All in Favor:** Patti Layman, Blake Davis, Bob Hellstern, Dave Sachleben, Ned Carroll, Carole Starkman, Mike Whelan, Art Hauser and Harvey LeCato.

**Opposed:** none

This email vote was concluded on May 30, 2020 and is noted in the 10/27/20 Board packet for the purpose of recording in the minutes.

**MISCELLANEOUS**

* **COMMENTS TO/FROM STAFF**
  + None at this time
* **NPS**
  + GNPS is 80% with 83% being promoters
  + GONPS is 82% with 84% being promoters
* **TRIP ADVISOR REPORTS**

**IMPORTANT DATES**

* **NEXT MEETING DATES**

Proposed Meeting Dates:

Finance Committee Meeting – Friday, April 30, 2021 – 3-5pm\*

Board and Annual Meetings – Saturday, May 1, 2021\*

\*Due to sparse information regarding typical annual meetings, such as ARDA World Conference, as well as other uncertainties, these meeting dates are subject to change.

* **AGREEMENT / CONTRACT DATES**

Agreement Dates:

Management Agreements

* Created 8/1/2001
* Auto-renews every 5 years
* Next renewal is 8/1/2021

Resale Agreements

* Initial term 8/1/2011
* Renews annually
* Action required 90 days prior to renewal

External Reserve Study Updates

* Completed spring 2020
* Next review will be in 2025

Interval International Agreements

* 12/5/2020

**ACTION ITEMS (Tabled to 5/1 Board Meeting) Harvey made the motion to move addressing Action Items to the spring Board meeting. Mike seconds. All in favor.**

* **REVIEW CURRENT ACTION ITEMS**

#313 – Explore the sales idea to contact owners on either side of an owner interested in selling their week.

We have met with the Sales Team and vetted this idea. At this time, Sales would like to focus on getting new, active and engaged owners at Gold Point. When owners contact Gold Point regarding purchasing additional weeks the property team connects them with Sales. We continue to have success with the program that was initiated last year and are always vetting new ideas with the sales team in order to assist with Gold Point sales. Recommend closing at the 5/1/21 Board meeting.

#314 – Ask Greg to see if he would be willing to have his picture and contact information posted on the Grand Central website for Gold Point owners to see him.

While Greg is the Gold Point specialist broker, any BGV broker can sell Gold Point. If we only highlighted Greg it could delay a purchase if Greg were unavailable. Recommend closing at the 5/1/21 Board meeting.

#315 - Update Sales Report to add the # of units in the last year that were delinquent, and developer held weeks.

This was added to the delinquency and resale update. Recommend closing at the 5/1/21 Board meeting.

#316 - Update the delinquency and resale presentation for the fall meeting to include budget to actual comparison for the line items that related to rental revenue.

This was added to the delinquency and resale update. Recommend closing at the 5/1/21 Board meeting.

#317 - Rename line item 7260 to include Room Keys.

Completed for the 2021 budgets. Recommend closing at the 5/1/21 Board meeting.

* **ACTION ITEM SUMMARY**

#318 – Explore new owner demographics for Gold Point. In process

#319 – Adjustment of future budget spreadsheets to include repeating headings every so often. This will be completed for the 2022 budgets.

#320 - Separate Keys from Printing and Production so that it is its own line item in future budgets. This will be completed for the 2022 budgets.

#321 – Adjust worksheets so that they do not show empty columns on right side. This will be done for future budgets. Recommend to close at 5/1/21 Board meeting.

#322 – Budget education session for any Board member that would like to join with Mary Kay, Lindsay and Peggy. This will be completed after January 1, 2021

#323 - Highlight budget items which meet a threshold yet to be determined by the Boards. Awaiting Board direction. Include ‘new & noteworthy’ items. In process.

#324 – Both associations will share any desired revisions to the Management Agreements with BGV by 2/1/21. In process.

**Meeting ended at 6:42pm.**