

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
ANTLERS AT VAIL ASSOCIATION  
Saturday, December 4, 2021**

Jeff Brundage, President of the Board, called the meeting to order at 3:00 pm. Other Board Members present were Buzz Dow, Susan Hagy Humphrey, Lori Radcliffe, Catherine Michela, Libby Sperr, and Ross Dupper. Also in attendance were owner Cheryl Moskal; General Manager Magda King; Controllers Chris Ratzlaff and Chris Manning; Staff Accountant Elena Fundureanu; Sales & Revenue Manager Ryan Kelsey; Assistant General Manager Kim Rediker; Consultant Rob LeVine; Mike Jenkins of McMahan & Associates.

**Minutes**

The minutes of the Monday, September 6 meeting of the Board of Directors were reviewed and upon a proper motion and second, the minutes were unanimously approved.

**Audit report**

The audit report was presented by Mike Jenkins of McMahan & Associates (CPAs). The audit opinion is unmodified/clean, the highest level of assurance that CPAs can give on an audit, which is a testament to the strength of the Antlers accounting department. Due to a profitable rental program, the Association generated profit of approximately \$650,000 (including the PPP Loan), resulting in a tax liability in the 2021 fiscal year (September 1, 2020 – August 31, 2021). Advance deposits held shows good confidence in upcoming rentals. It was recapped that the Antlers 2020 Capital Project Loan was originally approximately \$850,000. The loan was refinanced into a 5-year term loan, and due to making some significant payment the balance, it was about \$515,000 at end of the 2021 fiscal year. The Association transferred another \$200,000 to the loan due to a strong operating fund balance. The current cash balance in the reserve fund is \$234,000. The capital reserve study was last updated in 2017 and will be updated in April 2022. Due to regular maintenance, repair, and replacement, the only 'large ticket' items on the horizon may include refurbishment of the conference center and bathrooms and possibly replacement of the pool boiler. Overall, McMahan & Associates found that the Antlers is well managed and noted a good interaction with management regarding recommendations for improving operation processes. The opinion is that small, yet efficient, staff group performs in a transparent and reliable way, there are good internal controls by the Board and Management, and the Board is encouraged to remain active in oversight and in performing their fiduciary duties.

Upon a proper motion and second, the Audit Report presented by McMahan and Associates is accepted.

**Financial Report**

Chris Ratzlaff is retiring from the Antlers and Magda King and Board thanked him for his exemplary service. Chris Manning was introduced as the new Controller, and Elena Fundureanu was introduced as the new Staff Accountant.

Ryan Kelsey presented information on winter reservations noting a great pace in our bookings, reaching already winter's projected budget (For the first two months of the fiscal year, revenue is up from budget by \$200,000). To ensure that we provide appropriate guest services based upon staffing challenges, management is being very strategic about periods in which reservations are accepted. Summer booking pace is strong. The Board considered that outside factors may come into play, and therefore we must be very cautious and nimble in our strategies and plans.

**New Business**

The Board reviewed 3 options of a letter to owners regarding remodel petitions for limited common elements (balconies/decks). A final version will be made part of the record of these minutes as a reference for all owners.

The accounting team made a recommendation to the Board to make another significant payment, in addition to regular loan payments, to the Antlers 2020 Capital Project loan. Due to possible uncertainty of this winter season, and possible need to use any surplus that is accrued to fund the operation, a decision was made to ask Alpine Bank if it would be possible to make a payment of \$200,000 but ask that it be available as a sort of line of credit if we find that we require those funds for operational needs. Since there is no rush to pay the loan down, that is the conservative approach with which the Board would feel most comfortable.

Taking into consideration the possible tax liability situation due to projected excess revenue, the Board may evaluate a number of options on how to handle any excess. An ad-hoc meeting will be scheduled in early February to review. There being no further public business before the Board, upon a proper motion, second and unanimous vote the Board adjourned into Executive session at 4:49 pm to discuss personnel issues. Joining the Board in Executive Session were Magda King and Rob LeVine.