

**Mountain Side Condominium Association**  
**Mountain Side Homeowners Association**  
Annual Meeting of the Membership  
September 1, 2018

**MINUTES**

**CALL TO ORDER**

The meeting was called to order on Saturday, September 1, 2018 at 10:00 a.m. at the Frisco Community Center, 151 County Road 1004, Frisco, CO 80443. The meeting was chaired by Board President Pete Pfeiffle.

Condo Directors Present:	President:	Pete Pfeiffle (2018)
	Vice President:	EJ Gibson (2019)
	Treasurer:	Steve Duree (2019)
	Secretary:	Colleen Remsberg (2018)
	Member at Large:	Judy Meek (2019)
HOA Directors Present:	Vice President	Don Cacace (2018)
	Secretary:	Gail Hess (2018)
	Member at Large:	Bob Lembke (2019)
	Member at Large:	Art Burger (2019)
Others Present:	Gwen Cook	Buffalo Mountain Managers (BMM)
	Ty Thorndike	Buffalo Mountain Managers (BMM)
	Greg Turnbow	Buffalo Mountain Managers (BMM)
	Anthony Perrotti	Buffalo Mountain Managers (BMM)
	Drew Darnel	Buffalo Mountain Managers (BMM)
	Ciera Denton	Buffalo Mountain Managers (BMM)

**Condominium Association:** Thirty-four (34) units were represented in person and twenty (20) units were represented by proxy. In accordance with the Association's Bylaws, Article III, Section 3.10. Quorum. "Except as otherwise provided in these Bylaws, the presence in person or by proxy or the Owners possessing sufficient weighted votes to constitute twenty percent (20%) of the total votes of all Owners shall constitute a quorum." ***Quorum was established, as a minimum of forty-one (41) units were present in person or by proxy.***

**Clubhouse Association:** Thirty-one (31) units were represented in person and nine (9) units were represented by proxy. In accordance with the Association's Bylaws, Article III, Section 3.10. Quorum. "Except as otherwise provided in these Bylaws, the presence in person or by proxy or the Owners possessing sufficient weighted votes to constitute twenty percent (20%) of the total votes of all Owners shall constitute a quorum." ***Quorum was established, as a minimum of seventeen (17) units were present in person or by proxy.***

**PROOF OF NOTICE**

The notarized certificate of mailing of the meeting notice was presented. The notice was mailed to all Members via U.S. Mail and certified on August 10, 2018. The notice was sent in accordance with the legal documents of the Association and the Colorado Common Interest Ownership Act (CCIOA), not less than fourteen nor more than fifty days in advance of any meeting of the unit owners. There was no challenge to the notice.

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**APPROVAL OF MINUTES**

Management distributed copies of the previous year's annual meeting minutes from September 2, 2017, which were also posted on the website. ***A motion was made and seconded to approve the Annual Meeting Minutes from September 2, 2017 as written. The motion carried unanimously.***

**FINANCIAL REPORT**

- A. **Financials:** Steve Duree reported on the year-to-date financial statements as of June 30, 2018. The Associations are in good financial standing and the audits for the 2017 year-end reflected clean opinions for both. The financials, audits and tax returns are available on the website.
- B. **2017 IRS Revenue Ruling 70-604:** The ruling allows the Association to apply excess operating funds for year-end to the subsequent tax year, and requires membership approved. ***A motion was made and seconded to transfer surplus operational funds (if any) to reserves at year-end. The motion carried unanimously, none were opposed.***

**PRESIDENT'S REPORT**

Pete Pfeiffle advised that after receiving notice from Hammersmith that the Frisco Branch would be closing April 30, 2018, the Board ratified the decision made outside of a meeting to contract for management services through Buffalo Mountain Managers for the term of June 1, 2018 – May 31, 2021 for a fee of \$2,500 per month, plus wages and burden for the onsite employees. BMM is continuing to transition the community and it's important for owners to login to the AppFolio site and confirm that all their contact information is correct.

**BUILDING AND GROUNDS REPORT**

EJ Gibson provided updates on the projects completed and projected, including the Clubhouse patio renovations, building re-roofing and painting, asphalt sealcoat and several other projects.

**ELECTION OF DIRECTORS**

**Condominium Association:** There were two (2) vacancies on the Board of Directors for 2-year terms. The terms for Pete Pfeiffle and Colleen Remsberg were expiring and both were standing for re-election. With no other owners interested in serving on the Board, the election was not contested. ***A motion was made and seconded to elect Pete and Colleen to the Board via acclamation. The motion carried unanimously.*** Management announced the 2018 Board of Directors for the Condominium Association:

Pete Pfeiffle	Term Expires 2020
Steve Duree	Term Expires 2019
EJ Gibson	Term Expires 2019
Coleen Remsberg	Term Expires 2020
Judy Meek	Term Expires 2019

**Clubhouse Association:** There were two (2) vacancies on the Board of Directors for 2-year terms. The terms for Don Cacace and Gail Hess were expiring and both were standing for re-election. Meredith Williams and Jon Ginsberg also expressed interest in serving on the Board. With four (4) nominees for the two (2) open positions, secret written ballots were distributed for voting purposes. The Association asked for volunteers to tally the ballots. Management announced the 2017 Board of Directors for the Clubhouse Association:

Don Cacace	Term Expires 2020
Bob Lembke	Term Expires 2019
Gail Hess	Term Expires 2020
Art Burger	Term Expires 2019

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**OWNER COMMENTS**

Several owners in attendance asked questions and reported concerns around launching and updating the website, communicating maintenance requests, performing property reviews on the HOA homes and status on the recent hot water heater inspection. During the HOA breakout session, there was discussion relating to the patio home irrigation issues and the need for an additional railing on the lake bridge.

**ADJOURNMENT:**

***A motion was made and seconded to adjourn the meeting. The motion passed unanimously.***  
The meeting was adjourned at 11:34 a.m.

DRAFT