

**WILLOWBROOK HOMEOWNER ASSOCIATION
ANNUAL MEETING
NOVEMBER 1, 2014**

I. CALL TO ORDER

The meeting was called to order at 9:05 a.m. in the Silverthorne Town Hall.

Board members present were:

Bob Smith, President, 313 Chipmunk Circle
Mike Schneider, Director, 252 E Coyote
Tim Richards, 0579 Big Horn

Owners present were:

Tanya Shattuck, 1620 Badger Lane
Constance Tussel, 0488 Marmot Circle
Don Hansen, 220 Rabbit Court
Jess Nelsen, 0417 Coyote Drive
Brown, 0375 Coyote Drive
Tia, Larry, and Rita Pirkel 0382 Coyote Drive
Margaret Smith, 0313 N Chipmunk
Sandra Franzen, 0410 Big Horn
Maryann Gaug 0596 Coyote Drive

Dale Beard, 1649 Badger Lane
Mary Kay Rachwalski, 209 Fox
Joel Green, 0236 Rabbit Court
Dan Burnett, 0254 Coyote Drive
Bonnie Nancy Lindblade, 0489 Coyote Drive
Michael Molley 0363 N Chipmunk
Tim Stachelski 0329, N Chipmunk
Audrey Morris, 0515 Big Horn
Bob & Judith Maloney 0568 Big Horn

Representing Summit Resort Group were Kevin Lovett, Mike Kellett and Deb Borel.

II. PROOF OF NOTICE/QUORUM

With 20 owners represented in person and 43 by proxy, a quorum was reached.

III. APPROVE PREVIOUS MEETING MINUTES

Mary Kay made a motion to approve the minutes from the November 2, 2013 minutes as presented. Sandy Franzen seconded and with all in favor, the motion carried.

IV. PRESIDENT'S REPORT

Bob Smith reported on the following:

- A. Two dumpster enclosures were replaced on West Coyote this summer. The dumpster enclosure replacement program will continue as funds are available. There are two additional ones that need to be replaced – Woodchuck and Bighorn.
- B. Mailbox building was remodeled this summer, adding 30 additional boxes.
- C. The mailbox building was stained.
- D. Maintenance program for the dumpsters continues, including staining and hinge repair. Owners are asked to monitor dumpster enclosures for necessary work and report to SRG if work is needed.
- E. Landscape beds in the open space are being maintained.
- F. Owners are reminded to keep their homes maintained and yards free of weeds. Stacking and storing items around homes is not permitted.
- G. Bob thanked the Town of Silverthorne.
- H. Mutt Mitt containers on all dumpster enclosures. There is also one in the open space.
- I. Noxious weed spraying complete in open space. Weed count continues to decrease, as does the weed spray expense.

V. FINANCIAL REPORT

A. Year to Date Review

Financial Report as of September 30, 2014

September 30, 2014 close financials report that Willowbrook has:

- ❑ \$41,777.83 in the Alpine Checking Account
- ❑ \$45,169.57 in the Alpine Reserve Fund
- ❑ \$3,683.23 in the Mailbox Fund
- ❑ The Profit and Loss reports that as of September 30, 2014 close, the association was \$10,784.34 under budget.
- ❑ Kevin Lovett reported on the significant variances.
- ❑ Peggy Smith made a motion to move the 2014 fiscal year-end operating surplus into reserves. Tim Richards seconded and the motion carried.

2015 Annual Budget

- ❑ Current (2014) dues are \$391 per home.
- ❑ Proposed dues increase is by \$5 annual to \$396 per home. The reason for the dues increase is to continue the dumpster replacement program.
- ❑ Kevin reported on the changes between the 2014 budget to the 2015 budget.
- ❑ Owners discussed the use of Reserve account money.
- ❑ Peg Smith stated that mortgage companies look to see 20% of Operating budget in Reserves.
- ❑ Owners were reminded that all documents are on the website.
- ❑ Fine question – An Owner asked about the fine that were collected from owners due to violations. Deb Borel explained that the Board had asked an attorney about how much power they had per their governing documents to enforce the violations. The attorney advised that with the current Declaration in place for each filing, a total of 5 filings, there are no negative covenants. In other words, there is no express authorization for the Association to make or enforce rules, except in regards to the common area, assessments and ARC. Owners discussed combining the 5 sets of Declaration into one set. Sandy Franzen made a motion to have an attorney complete the governing document revision. Don Hanson seconded and with all in favor, the motion carried.

Mike Malloy made a motion to approve the 2015 budget as presented. Dale Beard seconded and with all in favor, the motion carried.

VI. OLD BUSINESS

- A. Landscape Update – Kevin thanked Kathi Smith and volunteers who work in the landscaping beds.
- B. Dumpster Enclosures – Two were installed this year on W. Coyote. Two are left – Woodchuck and Bighorn. There are continued maintenance costs on the older enclosures, including staining and hinge repair.
- C. Joel Green (236 East Rabbit Court) inquired whom the fence behind his house belonged to. SRG will determine ownership and contact Joel with the information.

VII. NEW BUSINESS

- A. Trees along Willowbrook Road growing and are not being trimmed. Neils Lunceford will be hired to trim trees each spring.
- B. SRG will contact the owner who is dumping striping paint in the dumpsters.
- C. Aspens owners/tenants are dumping in Willowbrook dumpsters. In post meeting mailer, Owners will be reminded to dump trash inside dumpsters and not leave it outside.

VIII. ELECTION OF DIRECTORS

Jim Anderson's Board position is up for election. Jim Anderson is willing to continue on the Board. Don Hanson nominated Jim Anderson. Tim Stachelski seconded. With no other nominations, Jim Anderson will serve another term on the Board. The existing alternates will be asked to continue to serve as alternates.

IX. SET NEXT MEETING DATE

The next Annual Meeting was scheduled for November 7, 2015.

X. ADJOURNMENT

With no further business, Tim Richards made a motion to adjourn at 9:52 am. Peg Smith seconded and with all in favor, the motion carried.

Approved By: _____ Date: _____
Board Member Signature