

**BROOK FOREST ASSOCIATION
ANNUAL HOMEOWNER MEETING
June 4, 2025**

I. CALL TO ORDER & INTRODUCTIONS

The meeting was called to order at 5:00 p.m. via videoconference.

Board members participating were:

Doyle Tinkey, President, #130C

Fred Hearty, Member, #140B

Dan Doran, Secretary, #140F

Dale Falini, #130B

Owners participating were:

Jason & Michele Becker, #130A

Joe Thompson, #140A

David Marsden, #150C

LuAnn Tinkey, #130C

Debra Doran, #140F

Representing Summit Resort Group was Gail Filkowski. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

With eight units represented in person and two by proxy, a quorum was confirmed.

II. PROOF OF NOTIFICATION/PROXY

Notice of the meeting was sent on May 5, 2025.

III. APPROVE MINUTES OF LAST ANNUAL MEETING

Motion: Doyle Tinkey moved to approve the minutes of the June 5, 2024 Annual Meeting as presented. Fred Hearty seconded and the motion carried.

IV. FINANCIAL REPORT

A. 2024 Year-End Financials

As of December 31, 2024, the Operating balance was \$3,365, the Alpine Reserve balance was \$19,293 and the Edward Jones CD balance was \$51,000. Total Expenses were \$87,416, which was \$5,165 (5%) favorable to budget. Eight Reserve transfers were made for 2024. All owners were current with dues payment.

B. 2025 Year-to-Date Financials

As of April 30, 2025, the Operating balance was \$895, the Alpine Reserve balance was \$19,822 and the Edward Jones CD balance was \$51,000. Total Expenses were \$33,298, which was \$3,507 (10%) favorable to budget. Only one Reserve transfer has been made for 2025. All owners were current with dues payment.

V. MANAGING AGENT'S REPORT

A. Completed Projects

1. Spring clean-up was completed.

2. Tree care was performed.
3. Roof snow fence was completed at Building 150 with one more section to be added.
4. The insurance was renewed April 1, 2025.
5. Recycling service was added effective as of June and delivery of the bins is expected shortly.
6. Gutter cleaning and repairs were completed at Building 130.
7. A new rule was implemented effective April 1, 2025 banning grills and open flames on decks.

B. Pending Projects

1. Exterior staining of Building 150 approved; upgraded product selected.
2. Irrigation start-up (recently completed).
3. Asphalt repair at 140/150 entrance.
4. Gutter cleaning for all buildings.
5. Snowmelt sensor installation. Dan Doran has volunteered to install them but there could be liability and warranty implications. One sensor will be installed on Building 140 as a test.
Action Item: Gail Filkowski will contact Turner Morris regarding options for installation and a contractor recommendation.
6. Summer flowers. Doyle and LuAnn Tinkey volunteered to coordinate planting with Colleen's input.

C. Reminders

1. Owners are asked to inform management of lock/garage code changes.
2. Owners should review their HO-6 and the Association policies annually.
3. Chimneys should be cleaned and inspected annually. Consider It Done (970/420-9867) or Service Monkey can provide this service
4. Window cleaning is an individual owner responsibility and can be done by Consider it Done or Rise and Shine (970/668-0916).
5. Owners are asked to pick up pet waste right away.
6. Vehicles should not be parked in any location that impedes access for other owners or guests.

VI. ASSOCIATION BUSINESS

A. Exterior Lights

LuAnn Tinkey said someone has been unscrewing the lightbulb in the fixture by their front door. Owners are reminded to turn off their lights at night. There was a suggestion to put the lights on a motion sensor.

B. Current Board of Directors

Gail Filkowski reported that Matt McElhiney resigned from the Board and their unit is on the market. Doyle Tinkey was appointed President by the Board. The governing documents specify a five member Board, although it was operating with six members for a period of time.

C. Short Term Rental Discussion

Gail Filkowski was told that Frisco currently has a 6 – 9 month wait for short-term rental (STR) licenses. The licenses are not transferable and new owners must re-apply. Limiting or prohibiting STRs would require an amendment to the governing documents, owner approval by a 2/3 majority and could potentially negatively impact resale values. Gail mentioned that there have not been any complaints at the property regarding short or long term rentals. The consensus was not to restrict STRs.

D. 2025 Picnic

Dale Falini will help with the planning for this year's picnic. Last year's picnic was held September 7 and was well attended. A similar early September date will be targeted.

VII. APPOINTMENT OF DIRECTORS

All five current Board members have expressed willingness to serve another term.

Motion: LuAnn Tinkey moved to re-elect all five incumbents. David Marsden seconded and the motion carried unanimously.

VIII. OWNER EDUCATION

Gail Filkowski shared recycling guidelines and noted new compliance requirements effective June 2025. Two bins for plastic bottles, jugs and tubs, aluminum, paper and cardboard will be placed within the current enclosure. Glass and plastic clamshell containers cannot be recycled in the single stream toters. Glass and compost can be dropped off at the local recycling centers. Owners discussed possibly locking the bins to prevent outside use and contamination, which will result in a fee.

There was a question regarding internet service. The current contract is with Comcast and some owners have experienced slow speeds. Gail Filkowski said ResortInternet would be another option.

Action Item: Gail Filkowski will ask Comcast to review the service and provide information regarding upgraded service options.

IX. ANNUAL DISCLOSURES

The required annual disclosures were provided in the meeting packet.

X. NEXT MEETING DATE

The next Annual Meeting will be held on Wednesday, June 3, 2026 at 5:00 p.m. via Zoom.

XI. ADJOURNMENT

Motion: Doyle Tinkey moved to adjourn for an owner's only forum at 5:57 p.m.

Approved By: _____
Board Member Signature

Date: _____