

**WILLOWBROOK HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
September 27, 2023**

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. via videoconference.

Board members participating were:

J Jardim, President, 374 WC

Timothy Richards, Vice President, 579 BH

Rob Kingsbury, Secretary/Treasurer, 443 MC

Mike Molloy, Director, 363 CC

William Ashley, Director, 212 FC

Maris Davies, Altitude Law, Tim Coen of Greenscapes and Steve Lipsher of Summit Fire & EMS were guests at the meeting.

Deb Borel was present representing Summit Resort Group (SRG). Erika Krainz of Summit Management Resources was recording secretary.

II. EXECUTIVE SESSION

The Board convened Executive Session at 6:01 p.m. to discuss a legal matter and reconvened Regular Session at 6:53 p.m.

Action Item: Maris Davies will have her paralegal search the County records for an agreement with the Town related to snow removal.

Action Item: Maris Davies will draft a counter offer to the Town of Silverthorne with a request for snow hauling going forward.

Action Item: Maris Davies will draft a communication to the owners for inclusion in the Annual Meeting notice.

Action Item: Maris Davies will provide a cost estimate to amend and consolidate the governing documents.

Action Item: Maris Davies will provide retainer cost information for Board review.

III. OWNERS FORUM

There were no owner comments.

IV. APPROVE MINUTES FROM AUGUST 24, 2023 BOARD MEETING

Motion: Michael Molloy moved to approve the August 24, 2023 Board Meeting minutes as presented. Rob Kingsbury seconded, and the motion carried.

V. FINANCIALS

A. Year-to-Date Financials

As of August 31, 2023, the Operating cash balance was \$51,339, the Reserve balance was about \$69,000, there was \$76,000 in a CD and the Alpine Mailbox balance was \$9,900. The Association was operating \$2,540 over budget.

B. 2024 Budget Review

The 2024 Budget was approved by the Board as included in the annual meeting notice.

VI. BOARD ACTIONS VIA EMAIL

There were no actions via email.

VII. OLD BUSINESS

A. Adams Extension Update (if any)

There was no update.

VIII. NEW BUSINESS

A. Additional Snow Haul Discussion

This topic was discussed during Executive Session. There was a suggestion to test the snow storage areas being considered this winter.

B. FireWise – Steve Lipsher

Steve Lipsher joined at 6:55 p.m. He explained that the FireWise program is a voluntary program to help neighborhoods be more resilient and prepared in the event of a wildfire. He would like a contiguous series of FireWise properties along the National Forest. The first steps would be to have an assessment completed for the entire neighborhood, determine where a fire would come from and decide how to minimize threats by implementing a three-year plan. There is no financial obligation or commitment. It could be completely based on public education, or could include projects such as a neighborhood slash pickup coordinated with the County program. Grants are available from the State and County. Some insurance companies recognize the designation as a slight mitigating factor and offer a small discount. His priorities would be personal preparedness through public education, a communal property evaluation and an assessment of each home.

C. Insurance Renewal

The board reviewed a bid from Arrow Insurance for October renewal.

Motion: Michael Molloy moved to approve the insurance renewal. J Jardim seconded, and the motion carried.

D. Annual Meeting Notice Review

Deb Borel will wait to send the annual meeting notice until she has the letter from the attorney so it can be included. The terms of J Jardim and Bill Ashley will expire, and they are both willing to run again.

IX. SET NEXT MEETING DATE

The next regular Board Meeting will be held on November 4, 2023 following the Annual Meeting.

X. ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

Approved By: _____ Date: _____

Board Member Signature