

**WILLOWBROOK HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**September 28, 2010**

Board members present were Bonnie Brown, Jim Anderson, Bob Smith, David Hula, Mike Schneider, and Julie Fowles.

Representing Summit Resort Group were Peter Schutz, Kevin Lovett and Deb Borel.

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- I. Call to Order-**Bonnie Brown called the meeting to order at 6:30 p.m.
- II. Owners' Forum** – It was noted that the meeting notice and agenda were posted on the website. No owners beside board members were present.
- III. Approve Minutes from previous Board Meetings**– Minutes from the July 27, 2010 Board meeting were reviewed. Dave moved to approve. Mike seconded and the motion passed.

**IV. Financial Review**

Financial Report as of August 31, 2010

August 31, 2010 close financials report that we have:

- \$18,377.16 in the Alpine Bank 2 Yr Reserve fund – Kevin will provide information on when this CD expires.
- \$49,709.54 in the Checking Acct
- \$49,632.07 in the Reserve Fund
- \$8,592.11 in the Mail Box fund

August 31, 2010 Profit and Loss statement reports \$52,695.92 of actual expenditures vs. \$71,499.92 of budgeted expenditures (\$18,804.00 under budget YTD)

Main areas of underage are:

- 601 Professional Services \$1,075
- 665 Trash removal \$3,876
- 666 Snow Removal \$ 8,460
- 675 Grounds and Parking Maintenance \$2,128.87 (invoices pending total \$6,600)

A/ R report

Late fees assessed on all owners past due. Liens have been placed on all units that are past due.

2011 Budget

Discussed 2 options for 2011 budget. Jim made a motion to approve “Plan B” as presented which included an increase of 4.5% (\$15 per unit annual increase to dues); Mike seconded. Dave was opposed. With the majority in favor, the motion passed. The Board at the annual meeting in November will recommend a \$15 annual increase to dues.

**VI. Managing Agents Report-** SRG reported on the following:

- Mailbox area was trimmed

- ❑ Mailbox building was painted
- ❑ Snow plow haul –off bids were presented -Mike made a motion to hire Mike Dirt Works to provide service for the 2010-2011 snow season. Dave seconded and with all in favor, the motion carried.

## **VII. Old Business**

### **A. Rule Violations Update**

Deb reported that there were 3 outstanding violations. One additional violation was given to SRG for follow up. Mike will keep an eye on homeowner that continues to park on unimproved and follow up with Deb.

### **B. Landscape**

SRG reported on the following landscape items:

- ❑ Open space grasses were mowed by Greenscapes
- ❑ Entry median improvements, irrigation work and maintenance were completed by Neils Lunceford
- ❑ Weed spraying (noxious and common) was completed. It was noted that the Gentry bill was less expensive than initial bid.
- ❑ Irrigation blow out and 2-inch pipe repair will be complete in next couple of weeks.
- ❑ Board will assess other common areas that need to be landscaped next year.

### **C. Dumpster Enclosures**

Two dumpster enclosures have been completed at Bighorn and Rabbit Court. The process went smoothly. Jim made a motion to replace two additional dumpsters this fall if the price is the same. Bob seconded. Dave was opposed. With the majority of the board in favor, the motion carried. Board members will look at all enclosures and email Kevin their opinion on the top three that need to be replaced. Kevin will email the board the results and get a bid from the same company to confirm that the price will not change.

## **VIII. New Business**

- Annual meeting date is November 6, 2010. Notice packet will be sent to homeowners on October 6. Notice packet will include:
  - Cover letter
  - Proxy
  - Agenda
  - Budget
- Property Management agreement renewal-Mike made a motion to renew the property management agreement with Willowbrook with a \$606 annual increase. Bob seconded and with all in favor, the motion carried.
- ARC shed request form-reviewed shed request form and Deb will make recommended changes and post on website.

## **IX. Next Meeting Date**

The next Board of Directors meeting will be held on Tuesday, January 25, 2011, at 6:30 p.m. at the office of Summit Resort Group.

**IX. Adjournment**

At 8:10 pm, with no further business, Jim made a motion to adjourn. Dave seconded and the motion carried.