

**Minutes of
Annual Membership and Budget Meeting of
NEEDLEROCK CONDO ASSOCIATION
120 South Pine Street, Suite #201 Telluride, CO
10:00 a.m.**

The annual membership and budget meeting of the members of the Needlerock Condo Association was held on July 30, 2014, at 10:00 a.m., at office of Jarmik Property Management Inc. 120 South Pine Street, Suite #201 in Telluride, Colorado.

1. Roll Call, Determination of Quorum and Call to Order.

Owners Present in Person or on Conference Call: Todd Creel (Unit 4), Steve Kress (Unit 2), Lisa Payne (Unit 1) and Joseph Stern Unit (3) and Ginny Gordon (Units 5 & 6).

Judi Balkind, Homeowners Association Manager was also present in person.

Judi Balkind announced a quorum was present and Steve Kress, President called the meeting to order.

2. Motion to Approve/Waive Notice of Meeting.

Motion was made by Steve Kress to approve the notice of the meeting. Ginny Gordon requested the HOA information be sent to the owners in a more timely manner, upon the request the motion was seconded and passed.

3. Reading and Approval of the Minutes of the March 28, 2013 Annual Membership Meeting.

Ginny Gordon moved that “we approve the Minutes as distributed.” The motion was seconded by Steve Kress and passed.

4. Reports of Officers.

There were no officer reports to be given.

5. Reports of Committees.

There were no committee reports to be given.

6. Election of Directors/Officers.

- **Steve Kress - term expiring**
- **Lisa Payne – one year remaining**
- **Joseph Stern – two years remaining**

Discussion ensued. Steve Kress stated he would be willing to serve on the board. **Ginny Gordon made the motion to appoint Steve Kress on the board of Directors for a three year term. Motion seconded by Todd Creel and passed.**

7. Unfinished Business.

- a. **Financial Statement Review FYE 2013.** The 2013 financials were reviewed reflecting a loss of \$2,258.36.
- Painting of Exterior was under budget by \$1,000.00.
 - Ground snow removal was under budget by \$806.00.
 - Trash Removal was under budget by \$1,708.68.
 - Capital Projects – 2 new doors –over budgeted by **\$-5,741.88.**
 - All other expenses were near or on budget.
- No further discussion.

8. New Business

- a. **Approve 2014 Budget and Dues.** The 2014 budget and dues were presented with no changes from the 2013 budget. **Ginny Gordon made a motion to approve the 2014 budget. Steve Kress seconded the motion – motion passed unanimously.**
- b. **Replacement of damaged siding.** Steve Kress noted there is a section of siding on his top deck that is cracked as well as a strip above his unit. Steve requested that Steve Palmer of Allison Construction be contacted to review and advise of potential repairs to the siding. It was noted when the installation of the siding was completed, there wasn't any additional siding left for repairs.
- c. **Installation of roof hatch for access to roof.** (See h. below).
- d. **Roof Inspection.** A bid was presented by Craig Rodgers - Telluride Valley roofing to perform needed repairs with roof cement and fiberglass and apply 2 coats of white Elastomeric paint to north section of building. **Ginny Gordon made a motion to approve the bid from Telluride Valley Roofing. Steve Kress seconded the motion and passed unanimously.**
- e. **Long Term tenants – tenants advertising on Air Bnb for short term rentals.** It was noted to the members two long term tenants were renting the units on a short terms basis through Air BnB. Todd Creel and Joseph Stern contacted the tenants and demanded the tenants to cease and desist renting the properties. The tenants complied with the demands.
- f. **Smoking on property.** Steve Kress has informed the members he has found smoking on the property. Steve has requested "No Smoking" signs have been placed on the property. Steve has spoken to the workers in the commercial space as well. Ginny noted she would reiterate this policy with her tenants.
- g. **Bicycles – provide bike tags and register with HOA.** In order to reduce the clutter and abandon bikes on the property, bike tags were made and distributed to the owners. The owners were asked to distribute the bike tags to their tenants.
- h. **Fire escape doors repairs, street level gate.** Discussion ensued regarding the installation of a roof hatch for access to the roof and the installation of a gate on the street level stairway. Ginny Gordon did not want to spend money on an architect until the fire department had approved the access. Joseph Stern had already contacted an architect, Mike Balsler to discuss the possibilities of a roof hatch. Todd Creel asked if the access to the roof was going to be just a ladder access with a trap door and noted putting an extension of the roof is not doable. Todd wanted clarification for installing a roof hatch because any other use for the roof such as a roof deck or hot tub would be costly. Joseph Stern noted the hatch would be for access to the roof. Discussion ensued.
- Todd Creel made a motion to authorize Mike Balsler - Architect to draw a hatch for access to the roof, and a door for the street level hallway which would swing in from the**

street. The drawings should also include the cost of construction. The motion includes the approval for a retainer of \$500.00 and not to exceed \$800.00. Steve Kress seconded the motion and motion passed unanimously. Joseph Stern agreed to follow up on the feasibility and options.

- i. **Repaint garage entry** - Steve Kress requested the garage entry to be repainted.
- j. **Misc. Junk in garage (bike rack, car battery, etc.) ongoing policing by Leo.** Steve Kress has talked to Leo Brennis requesting that Leo keep an eye on miscellaneous items in the common area spaces. Steve has asked the owners to notify their tenants that there is no storage of items in the common areas such as the garage and decks and the items will be disposed of immediately.
- k. **Website, HOA compliance, HOA certification.** It was noted to the members there is a website www.jarmikproperties.com which has the Decs, docs and by-laws, budgets, minutes, insurance declaration pages and other HOA documents. The manager informed the members the HOA has filed the Periodic report and the annual certification with the Department of Regulatory Agency. The manager also informed the members that all HOA mangers will need to become certified by July 2015.
- l. **Other.**
 - **Authorization Form allowing for email communication.** Ginny Gordon asked the manager to send an authorization form to all owners allowing for email communication.
 - **Gravel for the driveway.** Steve Kress noted there may need to be more gravel installed in the driveway area. The manager will contact – Andy Kondracki – Creative Remodeling and request the price for the smallest amount of gravel.
 - **Updating of documents.** Ginny Gordon noted to the members the HOA documents may need to be updated. An attorney would need to be hired and the amount of work to complete this is substantial.

There being no further business to come before the meeting, **upon motion made by Steve Kress and seconded by Ginny Gordon, the meeting was adjourned.**

Respectfully submitted,

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By: Jarmik Property Management, Inc.
Judi Balkind, Property Manager