

**WEST WILLOW HOMEOWNERS ASSOCIATION  
ANNUAL MEMBERSHIP MEETING  
238 East Colorado Ave, Suite #9  
Telluride, Colorado 81435  
May 25, 2010, 11:00 A.M. (MST)**

**MINUTES**

The annual membership meeting of the members of the West Willow Homeowners Association was held on May 25, 2010, in the office of Jarmik Property Management, Inc. 238 East Colorado Ave, Suite #9 in Telluride, Colorado.

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

**Present at Meeting in Person or by Conference Call:** Erin Reis, President (Unit 7), Julie Close, Vice President (Unit 4) proxied Erin Ries Hess, and Laurie Quilligan (Unit 3) and Andy Krondacki (Unit 1).

**Absent:** Ann Mailer, (Unit 2), Tanis Bond (Unit 5) and Harold Davidson (Unit 6).

**Also Present:** Judi Balkind, Property Manager.

A quorum was deemed present.

The meeting was called to order by Erin Ries, President.

**2. Motion to Approve/Waive Notice of Meeting.**

Judi Balkind called for a motion to approve or waive the notice of the meeting. **A motion was made by Erin Ries. The motion was seconded by Andy Kondracki. Motion passed.**

**3. Reading and Approval of the Minutes of the November 28, 2008 Annual Membership Meeting.**

**Erin Ries moved to approve the Minutes of the Annual Membership Meeting held on November 28, 2008 as presented. Laurie Quilligan seconded the motion. The motion passed.**

**4./5. Reports of Officers and Committees.**

Judi stated that there were no committees and, therefore, no committee reports. Judi asked if there were officer reports; there were none.

**6. Election of Directors.**

Judi said the Board members serve one year terms. **Andy Kondracki moved to retain the current directors for another year. Erin Ries seconded the motion. The motion passed and the Board will remain as follows:**

President	Erin Ries
Vice President	Julie Bain
Secretary/Treasurer	Laurie Quilligan

## **OLD BUSINESS**

- a. **Review 2008-2009 Financials.** Judi reviewed the August 1 2008 through July 31, 2009 Profit and Loss statement to the owners identifying a loss of approximately (\$3,882.66). This was due to the following: The Expenses under budget were Management fees and miscellaneous - \$450.00, Flood Insurance - \$1,739.00 and Tax Returns (\$942.50), Utilities - \$185.00, Expenses over budget were General Maintenance Exterior (\$570.00), General Maintenance Interior - (\$1,946.74), were Snow Removal Ground, (\$666.00), Snow Removal Roof - (\$2,435.50) and Window Washing (\$730.00).
- Two years of tax returns were completed in the following fiscal year.
  - Flood Insurance was paid twice – a credit was issued. Flood Insurance costs have increased due to the requirements from Mortgage companies that all units have \$250,000.00/unit coverage
  - General Maintenance Exterior included the installation of new signs for the building and the cost for the gravel in the alleyway.
  - General Maintenance Interior included the repair of insulation in the crawl space, repair of the junction box in garage, repair door jam in building #2, and re-route dryer vent.
  - Window Washing had not been budgeted.
  - No further discussion.
- b. **Installation of backflow preventer valve and sensus meters.**
- This was a requirement by the Town of Telluride. Advanced Hydronics installed back flow preventer valves in both buildings as well as sensus meters. This was not a budgeted expense.

## **NEW BUSINESS:**

a. **Proposed Budget Review for 2009-2010.** Judi discussed the operating budget, stating it will remain the same as 2008-2009. Discussion ensued. Erin requested that exterior window washing be added to the budget for twice per year. The last year's cost for window washing is \$730.00. **Erin made a motion to approve the 2010 budget with the change made above.**

**Andy seconded the change and motion passed.** (The dues will increase by approximately \$20/unit/month.)

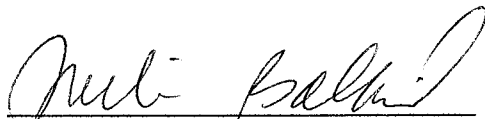
- b. Possible installation of backflow preventer valve and sensus meter in second building.** It was noted to the members that both sensus meters were installed for the two buildings.
- c. Capital Projects.** Discussion ensued regarding the potential for capital projects in the near future and the possibility of increasing the reserve assessment dues. **Andy Kondracki made a motion there will not be any increase in the capital reserve assessment until a reserve study and further investigation of the roof be completed. Erin Ries seconded the motion and passed unanimously.**

**d. Other.**

- I. Replacement of dead bushes on property perimeter.** Erin noted to the members that bushes had been placed along the perimeter along with a number of boulders. The boulders have helped to protect the bushes however, a few have died. She is asking if she is allowed to install a few extra bushes at not to exceed \$25/bush. The members agreed **to the costs.**
- II. Spot painting on buildings.** It was noted to the members that the buildings need painting on the bottom half of some of the buildings and some of the window sills. Erin, Andy and Judi will meet with painters for a bid and submit to owners.
- III. Fixing pole (hit by car) in covered parking space – unit 6.** It was noted to the members that the pole needs to be fixed. Andy will take a look at the column and inform board of a solution.
- IV. Recycling & Signage.** It was noted to the owners by Erin that a new recycling company. SUNRISE has been hired by the Town of Telluride. Erin has laminated and posted the list of recyclables on the trash doors and again has requested all owners notify their tenants and guests of the rules for trash and recycling.
- V. Web site for West Willow.** Judi's Web site is [www.jarmikproperties.com](http://www.jarmikproperties.com). Click on *Properties Managed* and West Willow will come up. The Declarations, Minutes, Budgets and other documents are on the site.

There being no further business to come before the meeting, **Erin Ries moved the meeting be adjourned. Laurie Quilligan seconded. The motion passed and the meeting was adjourned.**

Respectfully submitted,



By: Jarmik Property Management, Inc.

Judi Balkind, West Willow HOA Manager