

**WEST WILLOW HOMEOWNERS ASSOCIATION
ANNUAL MEMBERSHIP MEETING
Wilkinson Public Library, Conference Room
100 West Pacific Avenue
Telluride, Colorado 81435
November 19, 2008, 11:00 A.M. (MST)**

MINUTES

The annual membership meeting of the members of the West Willow Homeowners Association was held on November 19, 2008, in the Conference Room of the Wilkinson Public Library, 100 West Pacific Avenue in Telluride, Colorado.

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

Present at Meeting in Person or by Conference Call: Erin Reis Hess, President (Unit 7), Julie Close, Vice President (Unit 4), and Harold Davidson (Unit 6) Laurie Quilligan (Unit 3) and Andy Krondacki (Unit 1) proxied Erin Reis Hess.

Absent: Ann Mailer, (Unit 2) and Tanis Bond (Unit 5).

Also Present: Judi Balkind, Property Manager.

A quorum was deemed present.

The meeting was called to order by Erin Reis Hess, 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 Hess. The motion was seconded by Julie Close. Motion passed.**

3. Reading and Approval of the Minutes of the November 14, 2007 Annual Membership Meeting.

Erin Hess moved to approve the Minutes of the Annual Membership Meeting held on November 14, 2007 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. **Harold Davidson moved to retain the current directors for another year. Erin Hess seconded the motion. The motion passed** and the Board will remain as follows:

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

OLD BUSINESS

- a. **Review 2007-2008 Financials.** Judi reviewed the August 1 2007 through July 31, 2008 Profit and Loss statement to the owners identifying a loss of approximately \$11,000.00 This was due to the exterior painting project. There was no special assessment for this project but the funds were used from the Painting and Capital Reserve Fund. The Laundry Income was under budget by \$460.00. Expenses under budget were Repairs and Maintenance - \$1,750.00, Miscellaneous \$212.50, General Maintenance Interior - \$260.00, Utilities - \$290.00 Expenses over budget were Snow Removal Roof - \$380.00, Flood Insurance \$276.00 and Tax Returns \$322.00. No further discussion.
- b. **Insulation was repaired under unit #1 by Andy Kondracki** (Creative Remodeling and Home Repair) and the owner of Unit #1. Andy suggested replacing the insulation under both buildings for a cost of \$35/hr/man + materials. Discussion ensued. **Erin Hess made a motion of hire Andy Kondracki and his company Creative Remodeling and Home Repair to replace the insulation under both buildings at the cost of \$35/hr/man + materials. Laurie Quilligan seconded. All in favor and motion passed.**
- c. **Signs put up.** Two new signs identifying the West Willow Condos and their unit #'s were made put on the buildings.
- d. **Getting bids on back flow preventer valves. Installation of Backflow Preventer Valve/Sensus Meters/Outdoor MSUs.** Judi said the Town is requiring every condo association as well as home owners to install this. She is working on acquiring a bid from a plumber. Because she had these installed in two other buildings 1-1/2 years ago, she said she expects the cost per building to be around \$2,500. She said if there is a leak of bad water, the valve should prevent it from flowing into the Town's main water. The Sensus meters are radio-read meters that read the flow of water (rather than the meter reader physically going to the site to record the usage). Judi said if this is not done, the HOA can be fined by the Town. It was pointed out that the letter the Town sent said that if the HOA doesn't do it right, the Town will ask the HOA to redo it. Judi will advise everyone when she receives the bids.

NEW BUSINESS:

a. Proposed Budget Review for 2008-2009. Judi discussed the operating budget, stating it will remain the same as 2007-2008, with the changes made within expense line items:

- Management Fees: Judi requested an increase in her monthly management fee from \$150.00/month to \$175.00/month.
- Reduce Exterior Maintenance by \$900.00 reallocate to Flood insurance, Landscaping and trash removal.
- All other line items remained the same.

Erin Hess made a motion approve the increase in management fees and approve the budget and dues as presented. Laurie Quilligan seconded the motion. All in Favor. Motion passed.

- b. Discussion about installation of TV satellite dishes.** Discussion ensued regarding the installation of satellite dishes on the exterior of the West Willow buildings. Tanis Bond has noted that a large dish is attached the unit next door, Unit 6 and is very unsightly from her unit. She has requested the dish be removed.

Erin Reis Hess made a motion to add to the Rules and Regulations for the West Willow HOA that no satellite dishes will be installed on any of the building. Laurie Quilligan seconded the motion. (It was noted that the present tenants in Harold Davidsons' unit #6 had a small satellite dish. This dish would be grandfathered in but once the tenants move they will need to remove the dish and no dishes will be allowed.) All in Favor. Motion passed.

- c. Fence.** Erin stated the Whitehouse project had agreed to put a fence up once their project was complete. The documents were never executed and the project manager, Chance Leoff is no longer available. Erin noted to the members that she had requested the landscaper to install bushes at the end of the property on the East side and hoped this would help. Discussion ensued and it was decided that the option for a fence was not feasible at this time.
- d. Peeling Paint due to rain splatter.** Erin informed the members again regarding the back of the building where there are places where water splashes off the roof and onto the side of the building, thus deteriorating the paint. Erin requested that rock, gravel, landscaping or anything else may help to prevent constant splashing and repainting in that area. Laurie Quilligan agreed to look into a product that may help to mitigate this issue. Laurie will email all owners with this information and feedback.
- e. Railroad ties with screw sticking out.** Erin noted to the members that the railroad ties have been removed and they have long rebar nails sticking out and noted is was not a safe condition. Judi Balkind suggested that she could contact Marcel Kop, San Miguel Building and Spa and have his company move the ties and insert more properly into the ground. Judi will try to talk to the owners of the Whitehouse project but is not certain if they will agree to pay any additional expenses.
- f. Bicycles blocking storage units.** Erin noted to the members that bikes were blocking her access to he storage unit. She believes the bikes belong to the tenants in Unit 6.

Harold was notified of this issue and was requested to have the management company notified and the problem addressed.

- g. Recycling Update.** It was noted to the owners by Erin that the recycling bins and trash bins are not used properly. Trash is left on the top of the bins and the recycling bins are contaminated with trash. She has requested that all owners notify their tenants and guests of the rules for trash and recycling. She also suggested installing doors on the trash bins with a combination lock but that can be expensive. All owners agreed to notifying their tenants and property managers of this issue. Judi Balkind will contact Terry Fernald and ask for a bid to install doors and a lock. She will forward the information to the board.
- h. Web site for West Willow.** Judi's Web site is 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, **Julie Bain moved the meeting be adjourned. Erin Hess seconded. The motion passed** and the meeting was adjourned.

Respectfully submitted,

By: Jarmik Property Management, Inc.
Judi Balkind, West Willow HOA Manager