

**NEEDLEROCK CONDOMINIUM ASSOCIATION
ANNUAL MEMBERSHIP MEETING
FEBRUARY 11TH, 2002 @ 11:00 A.M. (MST)
NEW SAN JUAN BUILDING CONFERENCE ROOM
220 EAST COLORADO AVE
TELLURIDE, COLORADO 81435**

MINUTES

1. Roll Call and Determination of Quorum.

Owner Member present was Ginny Gordon representing Units 1, 5 and 6. Ronnie Wright representing Unit 3. **Property Manager**, Judi Balkind was in attendance.

A Quorum was deemed present, and the meeting was called to order at 11:10 a.m.

2. Proof of Notice of Meeting or Waiver of Notice.

Ginny Gordon moved there was sufficient notice of meeting. Ronnie Wright seconded and the motion was approved.

3. Election of Board Members/Directors.

Ginny Gordon made a motion to nominate Ronnie Wright, owner of Unit #3 as a director to fill the position left vacant by Paul Gelose. Ronnie Wright accepted the nomination. Motion was seconded. All in Favor. Motion passed. Ginny Gordon and Bill Gordon accepted their positions as the last annual meeting.

4. **Election of Officers.**

A motion was made by Ginny Gordon to elect the officers as follows: President, Ronnie Wright, Bill Gordon, Vice President, and Ginny Gordon, Secretary/Treasurer. Ronnie Wright seconded the motion. Motion passed unanimously.

5. Treasurer's Report.

The 2001 Financial Statement was reviewed. Most line items were right on track. The Profit and Loss Statement for the year ending December 31, 2001 shows a loss of \$8,914.82. This loss reflects the following expenditures: Roof Repair of \$1,850.00, Painting of the Interior Hallways for \$1,200.00 and carpet replacement for \$3,541.00. These three expenditures were discussed and approved at last years meeting. Note: These line items were not budgeted. The monies were transferred from the reserve account. The Insurance Expense was overbudget by \$646.00. It was noted to the membership at the last annual meeting the Insurance Expense would increase because the association was no longer able to be covered under the Telluride Resort Accommodations umbrella policy. The tax returns line item increased by \$410.00. The accounting firm of Dalby & Wendland, C.P.A. have been completing the tax returns over the last

few years. The firms rates increased from the previous years. Ginny Gordon felt the level of service provided by Dalby & Wendland had been inadequate and does not warrant an increase in costs. Ginny Gordon made a motion to engage Reese & Henry, a C.P.A. firm located in Telluride to complete the tax returns for the Homeowners Association. Ronnie Wright seconded the motion. All in Favor and motion passed unanimously.

The ending balance in the operating account was \$982.90. The ending balance in the reserve fund was \$4,850.52. The accounts receivable reflected no outstanding dues. An owner, Rosemary Paulter, Unit 2 paid her dues in advance in the amount of \$826.88. The accounts payable reflected no payable due at year end.

6. Unfinished Business.

A. Maintenance of Building. Mike Lewis, Mike's Mountain Management was hired to provide common area cleaning on a weekly basis as well as minor maintenance for the project. Snow Removal is provided as needed. Ginny Gordon feels Mike Lewis is doing an adequate job but could pay more attention to detail. Mike needs to keep the garage free of junk and the lights need to all be working. Judi Balkind will address the issues with Mike Lewis.

Mike Lewis has noted to the manager, Judi Balkind, the dryer in the common laundry was not working properly. It had been fixed once in the past year and the cost to fix it was approximately \$200.00. Ginny Gordon made a motion to order a new dryer not to exceed \$500.00. Ronnie Wright seconded the motion. All in favor. Motion passed.

7. New Business.

A. Approve Budget for 2002 and Allocation of Dues. Upon reviewing the 2001 financial statements, it was noted to the membership the assessment was eliminated for the reserve fund for the year 2001 because of the late payments from owners in the previous year 2000. The reserve fund was funded in year 2001. As stated in the last years minutes, the assessment for the reserve fund will be allocated for the year 2002.

Ginny Gordon reviewed the Insurance coverage and felt the coverage for property replacement needed to be increased to \$1,400,000.00. Ginny Gordon made a motion to increase the Insurance Expense by an additional \$1,000.00 to bring the property replacement values to the correct level. Ronnie Wright seconded the motion. All in Favor. Motion passed.

Ginny Gordon made a motion to approve the 2002 Budget and Dues Allocation with the adjustment to the Insurance line item. All in favor. Motion passed.

B. Parking. Ronnie Wright informed the membership the parking situation was getting out of hand. Ronnie has returned from work and finds frustration with vehicles parked in his space. The spaces are assigned to the individual units and the rules should be followed. Ronnie has asked for help from owners in notifying their tenants of the parking spaces. Judi Balkind will post a notice to the tenants on the assigned parking spaces.

C. New Carpet in Stairway. The carpet in the exterior stairway has not been installed. The temperatures had fallen below the freezing level and hampered the glueing of the carpet.

Montrose Decorating will install the carpet in early April.

D. Roof Repair. Craig Rodgers, Telluride Valley Roofing sealed the wall flashing seams with fiberglass webbing roof cement and sealed all corners where the roof has cracked and pulled apart. His bid stated the repairs are general roofing repairs and are not a guarantee against any leaks. This past winter has lead to a leak in Unit #1. Telluride Roofing was contacted to investigate the leak. Telluride Roofing was unable to determine the cause of the leak due to the amount of snow on the roof. It would be cost prohibitive to have all the snow removed from the roof to determine the cause. A more thorough job this summer will be needed to determine the cause of the leaks.

E. Other.

Exterior Hallway. Ronnie Wright noted to the membership that the exterior hallway seems to be a hangout for people. Ronnie asked if a door with a lock could be installed in the hallway to prevent people from entering the building. Ginny Gordon felt the door would be a fire hazard and a safety issue. The light switch on the interior hallway made need a new timer. Judi Balkind will notify Mike Lewis.

Adjournment.

Ginny Gordon made a motion to adjourn the meeting. Ronnie Wright seconded the motion. Motion approved. The meeting was adjourned at 12:27 p.m. (MST).

Respectfully submitted,

Judi Balkind, Managing Agent