

**NEEDLEROCK CONDOMINIUM ASSOCIATION
ANNUAL MEMBERSHIP MEETING
FEBRUARY 23, 2005 @ 10:30 A.M. (MST)
WILKINSON PUBLIC LIBRARY, 2ND FLOOR
TELLURIDE, COLORADO 81435**

MINUTES

1. Roll Call and Determination of Quorum.

Owner Members present were Ginny Gordon representing Units 1, 5 and 6. **Property Manager**, Judi Balkind was in attendance.

A Quorum was deemed present, and the meeting was called to order at 10:35 a.m.

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

Ginny Gordon moved there was sufficient notice of meeting. Motion seconded and approved.

-Reading and Approval of the Minutes of the March 16, 2004 Annual Membership Meeting. Ginny Gordon made a motion to approve the minutes with a minor change in the "Election of Officers". Ronnie Wright was absent and therefore did not second the motion. Judi Balkind will make the correction to the minutes. Motion seconded and unanimously passed.

3. Election of Board Members/Directors.

Daniel Kanow was nominated unanimously to serve for a three year term, Bill Gordon has two years remaining and Ginny Gordon has one year term remaining.

4. **Election of Officers.**

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

5. Treasurer's Report.

The 2004 Financial Statement was reviewed. Most line items were right on track. The Profit and Loss Statement for the year ending December 31, 2004 shows a loss of \$3,882.56. The garage expense was over budget by \$168.95, miscellaneous repairs were over budget by \$214.72 - the repairs consisted of the labor charges to replace the laundry ducts and installation of a self closure on the garage door. The following items were not budgeted: Roof repair in the amount of \$2,171.79, snow removal ground, \$261.50 and the cost and installation of a new dryer, repairs to the laundry room floor and the installation of new linoleum in the laundry room.

The ending balance in the operating account was \$3,300.18. The ending balance in the reserve

fund was \$2,564.70. The accounts receivable and the accounts payable reflected no outstanding amounts at year end.

6. Unfinished Business.

A. Repair of ceiling in garage. This repair was completed in May, 2003 but the walls were repaired in 2004.

B. Painting of lines in garage. This repair was completed in 2004.

7. New Business.

A. Approve Budget for 2005 and Allocation of Dues.

Ginny Gordon made a motion to approve the 2005 Budget and Dues Allocation with the increase in the operating budget. Additionally, the membership has approved a special assessment not to exceed \$16,000 for the cost of exterior painting. Motion seconded and passed unanimously.

This special assessment will be finalized before April 1, 2005 with 60 days to pay. Please be prepared.

Plan for capital improvements. Ginny Gordon noted the association has reserved a modest amount with the expectations that the members not reserve for every known capital need but rather to special assess the members when a large capital improvement is needed. The association has reserved for minor capital expenses but we know we are not reserving for the major capital expenses.

B. Special Assessment - Exterior painting of building. The exterior of the building needs to be painted this summer, 2005. At the time of the meeting, two bids were obtained. One bid from Bruce Gillespie for \$10,250.00 and a second bid from RJ's Painting for \$15,950.00. It was noted to the members that the manager Judi Balkind will obtain at least one or two other bids before a determination is made.

C. Special Assessment - Interior painting of halls, repair of drywall. The interior hallways need painting and the drywall needs repair. A bid was obtained from RJ's painting for patch and repaint at a cost of \$1,800.00. Two other bids will be obtained before a decision is made.

D. Snow Removal. It was noted to the members the snow removal expense was not budgeted in 2004. It was previously included in Mike's Mountain Management's common area cleaning costs in 2003. Mike's Mountain Management was not performing his tasks and his contract was terminated in early 2004. The costs of snow removal is now included in the 2005 budget. It was noted that periodic snow removal of the decks should be a part of the snow removal costs and the decks will be monitored in the upcoming year.

E. Review of rules and regulations. Judi Balkind, HOA manager requested that all members receive a copy of the rules and regulations and review the information and inform any tenants and guests of the rules and potential fine schedule. Judi Balkind will send a copy with the minutes to this meeting to all owners.

F. Parking issues. Ginny Gordon noted to all members that there is only one parking space per unit. Double parking in a single space is expressly prohibited. It impedes the ability of other tenants to use their parking space and it impedes our ability to perform snow removal.

It was also noted to the members that the lot adjacent to the north of the Needlerock building is private property and not available for public parking. The lot is not an alley or a public right of way.

G. Roof Repair. There was an emergency roof repair needed to the Needlerock. The flashing and roof were apparently ripped off by the wind and needed to be repaired. Telluride Roofing installed an ice and water barrier shield, installed new touch down with overlaps, adjusted the flashing as necessary and sealed the roof.

H. Remodel of Unit #2 - Daniel Kanow. Daniel Kanow, owner of unit #2 has presented to the members a written explanation of the remodel of his unit. The board has approved his plans for the remodel as determined in his letter. The HOA has approved the installation of a dryer vent on the exterior of the building. If any structural changes are made, Daniel Kanow will need to obtain the HOA's approval.

D. Other.

- Spring cleanup of the garage area.

Ginny Gordon made a request to have Leo Brennis perform a spring clean up of the garage area in mid-May. The garage and walkways should be cleared of all personal items, old bicycles or miscellaneous abandoned items. If items are not removed by the stated date they will be disposed of. A sign will be posted one week in advance of clean up.

-Smoke detectors.

Ginny Gordon has requested that all owners have their individual smoke detectors tested and working properly. The units do not have a sprinkler system, and therefore, properly working smoke detectors are crucial for this building. There is no central alarm system or monitoring for this building. In the event of a fire, dial 911 immediately and notify other occupants if possible.

- Insurance section of the Declarations. Ginny Gordon has requested that copies of the insurance section of the declarations be sent to all owners to clarify any insurance requirements needed by the owners. This will keep the owners informed of what is owner's insurance responsibility vs the HOA's insurance responsibilities.

Ginny stated for the record she is happy with the performance of the managing agent, Judi Balkind and wishes to continue with her services. The hiring of Leo Brennis, Peak Carpet Cleaning for janitorial services has been a major improvement.

8. Adjournment

Ginny Gordon made a motion to adjourn. Motion approved. The meeting was adjourned at 11:00 a.m. (MST).

Respectfully submitted,

Judi Balkind, Managing Agent