

**CINNAMON RIDGE III CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNER MEETING
June 17, 2017**

I. CALL TO ORDER

The Cinnamon Ridge III Condominium Association Annual Homeowner Meeting was called to order by Mike Black at 9:05 a.m. in the Silverthorne Town Hall.

Board Members Present Were:

Mike Black, President, D222
Fred Davison, Director, B312

Mike Pederson, Vice Pres., B101/D124
Grant Hogarth, Director, D221

Homeowners Present Were:

Sandy Saul, C311
Joy Black, D222

Deborah & Lee Johnson, D103

Representing Summit Resort Group were Kevin Lovett and Tyler Armstrong. Erika Krainz of Summit Management Resource was recording secretary.

II. PROOF OF NOTICE AND ESTABLISHMENT OF QUORUM

Notice of the meeting was sent May 17, 2017. With seven unit represented in person and 12 proxies received a quorum was confirmed.

III. APPROVAL OF PREVIOUS MEETING MINUTES

Mike Pederson made a motion to approve the minutes of the June 18, 2016 Homeowner Meeting as presented. Fred Davison seconded and the motion carried.

IV. PRESIDENT'S REPORT

Mike Black thanked the owners for attending. A work party is scheduled at the property following the meeting. He said the Association is healthy. The Board continues to strive for strong property management and financial stability. All owners are current with dues and assessments. He thanked Summit Resort Group for continued great service under Kevin Lovett's leadership and Tyler Armstrong's work at the property.

V. FINANCIAL REPORT

The following financial report was reviewed:

A. 2016 Year-End Review

As of December 31, 2016, the Association had an Operating balance of \$35,348, \$20,123 in the Reserve money market account and \$71,439 in the Reserve account.

The December 2016 Profit and Loss statement reflected that the Association ended the year \$7,061 under budget in operating expenses. The year-end net operating income was \$6,996. Fred Davison made a motion to ratify the transfer of the \$6,996 surplus to the Reserve account. Lee Johnson seconded and the motion carried. Tyler Armstrong was thanked for his efforts to save the Association money.

B. 2017 Year-to-Date Review

As of April 30, 2017, the Association had an Operating balance of \$6,069, \$20,133 in the Reserve money market account and \$95,879 in the Reserve account.

The April Profit and Loss statement reflected that the Association was \$5,892 over budget in operating expenses due to excess snow removal and roof shoveling expenses as a result of the very heavy mid-winter snow fall.

Kevin Lovett noted that the Board spends a great deal of time refining the Reserve Budget on an annual basis. He commented that the Association Reserve planning was very strong.

VI. MANAGING AGENTS REPORT

Kevin Lovett thanked Tyler Armstrong for his work at the property this past year. He announced that Tyler would be moving to Florida at the end of the summer. Kevin reported on the following managing agent report items:

A. Completed General Projects

1. Sprayed the trees.
2. Renewed the Association insurance. Owners were reminded to carry an H06 policy for their units.
3. Ensured legislative compliance.
4. Completed annual fire system and boiler inspections and fireplace/chimney inspections and cleaning.
5. Touched up the paint on the buildings.
6. Installed new television and internet systems. The internet password will be updated this week and notification of the new password will be sent to all owners.

B. Completed Capital Projects

1. Replaced B Building mountain and east sides windows and siding. The punchlist items are being addressed. Mike Black commented that the building looks very nice and encouraged owners, including C & D owners to look at the crisp new work.
2. Refreshed glycol in all building mechanical systems.

C. Future Projects

1. Additional painting and touch-up of C and D Building mountain sides (2017).
2. Carpet replacement (2018) in C and D Buildings front halls.
3. Parking lot seal coat and restripe (2018).

D. Reminders

1. Owners are encouraged to keep the woodwork around their unit windows treated to prevent damage and premature window failure.
2. Owners and guests should display their parking passes in their vehicles.

3. Owners should review the House Rules with their guests.

VII. OLD BUSINESS

There were no Old Business items to discuss.

VIII. NEW BUSINESS

The following New Business items were discussed:

A. *Capital Reserve plan and C and D Building Siding Replacement/Staining*

The Board and Owners discussed the Reserve Plan and the scheduled staining of the C and D Buildings (Mountain side and ends of buildings). The Board has a general Master Plan in place for phased improvements to the overall buildings to include siding replacement on C & D buildings. The Board noted and discussed that the Master Planning, that includes the recent and future new siding work, includes accommodation of possible color changes and perhaps some use of new accent materials. The Board also noted that it has been receiving inquiries and comments from owners about possible motif updates in light of the recent Frost Fire update and other similar trends in the County. Part of the continued master plan review will be probably include retaining a design consultant to develop a couple of update concepts.

The Board further discussed that, because of the spring's evaluation of the condition of the C & D siding, as well as the inquiries from the ownership, it may need to pull the residing of C & D ahead to about 2 years out (2019) vs the scheduled 4 years out (2021). It was noted that if siding replacement of the C and D Buildings (Mountain side and ends of the buildings) is to be accelerated then staining of these areas scheduled for this summer could be canceled.

Sandy Saul commented that she would be in favor of updating the exterior and she volunteered to work on the project. Fred Davison said it should be decided today if the restaining will be done this summer at a cost of approximately \$21,000 or if it should be postponed while new concepts and/or color schemes are being explored. If the decision is made not to stain this year, notice should be sent to the owners with an explanation of the proposed revised phased improvements and the related adjusted projected possible range of assessments.

Lee Johnson said he liked the proactive approach to maintenance of the property. He did not have a problem with the existing color scheme but he would be willing to look at options.

Fred Davison made a motion to postpone the painting, to send a letter to the members notifying them of the postponement, to inform them that a Special Assessment is being contemplated to update the buildings and to request input. The owners should be given two weeks to respond and if there is no response, the Board will assume that the owners are comfortable with this being a Board decision. Grant Hogarth seconded and the motion carried unanimously.

Mike Black said the building exterior facelift thoughts would be pursued further in the fall as part of the master plan process. Sandy Saul will try to provide referrals for architects.

Kevin Lovett will notify the painting contractor that the painting project is on hold.

B. Recycling

Sandy Saul asked why recycling was no longer available at the property. Kevin Lovett explained that Summit County recycling does not accept glass or plastic bags. Many people think glass can be recycled so the recycling bins were often contaminated, resulting in the bins not being picked up for an extended period of time creating an unsightly and sanitation mess and ultimately being dumped as regular trash. There are several areas around the County where recycling can be dropped off.

IX. ELECTION OF BOARD OF DIRECTORS

The terms of Kevin Donofrio and Fred Davison expired this year. Both were willing to run again. There were no other nominations from the floor.

Mail in ballot votes were counted. Joy Black made a motion to elect the incumbents by acclamation. Sandy Saul seconded and the motion carried.

X. NEXT MEETING DATE

The next Annual Meeting will be held on Saturday, June 30, 2018. Sandy Saul suggested providing a teleconference option for owners who cannot attend in person.

XI. ADJOURNMENT

Fred Davison made a motion to adjourn the meeting at 10:10 a.m. Grant Hogarth seconded and the motion carried.

Approved By: _____
Board Member Signature

Date: _____