

Autumn Brook Homeowners Association  
Annual Homeowners Association Meeting Minutes

August 1, 2015

1. The meeting was called to order at 11:40 AM. Owners present in person were Janene Rafie and Bill Obert. Unit 18 was represented by proxy. A quorum was present. Kevin Lovett and Michael Kellett were present on behalf of Summit Resort Group.
2. Notice of the meeting was mailed to all owners on July 1, 2014. A copy was provided as proof of notice.
3. The minutes of the 2014 annual meeting were reviewed. Janene Rafie made a motion to approve the minutes as written. Bill Obert seconded and the motion carried.
4. Kevin Lovett provided the financial report. The year to date balance sheet and income statement with budget comparisons were reviewed. The association currently has \$1,084 in the operating account and \$4,347 in the reserve account. The association is currently \$1,487 under budget. This year's operations reflect good savings on trash removal and landscaping expenses. Funding for large scale reserve budget items was discussed. Options including increasing the amount to the reserve fund, and special assessments were reviewed. This topic will be re-visited at the next meeting.
5. Kevin provided the managing agents report. Completed items at Autumn Brook include Real Estate Commission annual registration, Insurance renewal, Mike Webbs transition as property manager, water meter install in units, landscaping stone add, and tree trimming. Items to be completed include soffit and garage door staining and repairs, window washing, and deck staining. Loose bricks will be addressed by Janene.
6. Old Business was discussed. The Turner Morris roof inspection report will be retrieved by Summit Resort Group and provided to the board.
7. Joan discussed the shape of the deck railings, and that they are in need of repairs. The railings will be investigated.
8. Under election of directors Bill Obert (President) and Janene Rafie (Treasurer) agreed to serve another year in their current positions.
9. Next years' annual meeting will be held August 6<sup>th</sup> at 11:30 AM.
10. With no further business the meeting adjourned at 12:10 PM.