

Autumn Brook Homeowners Association
Annual Homeowners Association Meeting Minutes

August 6, 2016

1. The meeting was called to order at 11:31 AM. Owners present in person were Janene Rafie and Karen Fritz. Unit 20 was represented by proxy. A quorum was present. Katie Kuhn was present on behalf of Summit Resort Group.
2. Notice of the meeting was mailed to all owners on July 6, 2016. A copy was provided as proof of notice.
3. The minutes of the 2015 annual meeting were reviewed. Janene Rafie made a motion to approve the minutes as written. Karen Fritz seconded and the motion carried.
4. Katie Kuhn provided the financial report. The year to date balance sheet and income statement with budget comparisons were reviewed.
 - a. June 30, 2016 close financials report \$247.04 in Operating and \$5,135 in reserves.
 - b. June 30, 2016 close reports \$9,171 of actual expenses vs \$9,062 of budgeted expenses; \$109 over budget in year to date expenses.
 - c. Areas of Major Variance:
 - i. 509 Repairs and Maintenance- \$800 Under
 - ii. 522 Snow Removal (Shoveling)- \$533 Over
 - iii. 525 Landscaping Expenses- \$1,010 Over
 1. Janene noted that Mike Webb is doing a great job! He put in approximately 80 bags of mulch and planted the flowers himself. A new flower barrel was put out and a drip line was installed to ensure the flowers get enough water!
 - d. It was mentioned that it would be prudent to increase dues for the next fiscal year since painting is scheduled for 2017.
5. Katie provided the managing agents report:
 - a. Completed Items
 - i. Registered Autumn Brook with the Real Estate Commission (annual)
 - ii. Insurance Renewal
 - iii. 2015 Tax Return – Nothing Owed
 - iv. Window Washing
 - v. Irrigation Repairs
 - vi. Spray and Root Feed Trees
 - vii. New mulch and flowers
 - b. 2017 Capital Plan Projects
 - i. Painting – all buildings: \$12,000 budgeted
 1. Janene noted that whoever did the painting last should not do it again.
 2. SRG will get bids for a full painting and for touch up painting, especially focusing on the garage doors and decks
6. The following old business items were discussed:

- a. Heat tape is budgeted for 2018. Karen noted that there are still icicles developing after gutters were installed. SRG will keep an eye on the icicles throughout the winter season.
7. The follow new business items were discussed:
 - a. Some property managers are giving Autumn Brook renters access to the neighboring Oro Grande pool and spa. This is against Oro Grande's Rules and could cast a negative light on Autumn Brook if renters get kicked out of the pool for unknowingly violating the rules. SRG will follow up with the owner and property management company to make sure they don't do that going forward.
 - b. Unit 24 had a small leak from the balcony. Janene mentioned that Flex Seal has worked well for her, and recommended they try that to seal up the leak. Karen and Janene will get together to try this.
 - c. There's been an RV parked at Autumn Brook which makes it hard to get in and out of unit 24. SRG will make sure they move, and cite others who park RVs at the property.
8. The current board will stay in place with Bill Obert as President and Janene Rafie as Treasurer.
9. With no further business the meeting adjourned at 12:00 PM.