

Brook Forest Homeowners

Annual Meeting

July 3, 2004

The meeting was called to order by President, Bob Smith at 10:15 a.m. Present were homeowners, Jane and Bob Buchanan, Michele Becker, Barbara Bennett and Emily Landon, Debra and Dan Doran, Luann and Doyle Tinkey, Colleen, Matt and Max McElhiney, Linda and Russ Colling, Gene Barta, and Ellen and Bob Smith. Proxies for Al Dugas assigned to Gene Barta and June Stodghill assigned to Bob Smith. Also present were bookkeeper, Peggy Long and manager Mike Castaldo and Adam Nuesterder.

The minutes from the 2003 meeting were reviewed and approved.

Old and New Business

Roofs:

After inspection a few nails were replaced. A leak in unit #150B was taken care of by repair around chimney. The skylight area needs attention now. An inspection of roofs will be conducted when our painter, Joe Fassell is here for building work.

Bugs & Bees:

Michele reported that the problem was taken care of by Orkin. A new 7-month contract will be re-instated for the upcoming year. Most problems seem to be in units near the stream. Homeowners were asked to report problems to Mike.

Lawn Care:

In order to keep expenses down homeowners volunteered and took care of the fall 2003 cleanup. Bob Smith will continue watering and cutting the grass during the summer and early fall at a cost of \$100/ week.

Insurance:

Peggy reported that our premium had increased similarly with others in Summit County mostly because of fire danger. We are insured with Farmers Insurance, cost of replacement at \$165 per sq ft. and have a \$2000 deductible.

Dues:

As usual dues will be increase by 3% beginning January 2005. Peggy will send a reminder when she sends the payment envelopes. New dues will be \$244/\$289.

Budget:

There was discussion about having a distinction between moneys for yearly budget items and for a reserve fund. Russ asked that Peggy add a line in our budget report for capital expenditures. More thought needs to be considered, in regards to a reserve funds, especially for roof replacement.

Ice:

As in most years there was a discussion about what to do when snow comes off our roofs and an ice buildup occurs. It seems that every possible suggestion for a solution has a problem (mostly cost)

Parking:

The lot for building #130 needs to have some lanes marked for parking so that effective use can occur. The "No Parking" sign was removed for non winter months.

Miscellaneous:

No charcoal grills are to be used on decks. Real Estate signs are not to be used in the common areas. A dead tree on the southwest corner of building #140 is to be taken down. The address numbers on building #150 are to be attached in a different spot so that they are visible.

Concrete and Asphalt:

For building #130 the entire asphalt were replaced. The parking lot between building #140 and #150 was a repaired with crack seal and seal costing. A special assessment of \$1100 per unit covered the cost of the concrete replacement and asphalt repair. It was suggested that we keep sealing crack yearly.

Dogs:

The barking dog from across the steam can be reported to the police. The problem with unit #140B can be reported to owners Fred and Becky Hearty, Bighorn Rentals is the rental company. Everyone needs to clean up after pets and dogs should leashed.

Maintenance:

A thank you was given to Mike and his staff for prompt attention to our problems. It was asked that toilets be flushed and checked during each inspection, weekly in winter and twice monthly in other months.

Debra and Barbara suggested a landscape project for the northwest corner of building #140. Bob asked them to get ideas from a local business and to notify him for a discussion meeting.

Election of officers:

President: Barbara Bennett; President Elect: Linda Colling; Past President: Bob Smith

After a walk around inspection homeowners and guest assembled for a picnic.

Ellen Smith