

Brook Forest HOA 2009 Annual Meeting Minutes

Friday, July 3rd, 2009

Minutes by Dan Doran, Board member at large. *Action Items in BOLD Italics.*

Attendees:

Doyle & LuAnn Tinkey, 130B, LuAnn Treasurer
Will & Emily Landon, 150C, Emily Board Member at Large
Colleen O'Conner, 140D, Board Member at Large
Dan & Deb Doran, 140F, Dan Board Member at Large
Matt McElhiney, 140D
Al and Joan Dugas, 130B
Russ and Linda Colling, 130D
Bob & Ellen Smith, 140C
Nate Abbot, 150A
Carol Geott, 150B
Kevin Lovett, Summit Resort Management (SRG)
Peter Schutz, President SRG
Jocelyn Banks, Brook Forest site manager, SRG

Absent/Proxies:

Michele Becker, 130A, HOA President (LuAnn proxy)
Eugene Barta, 140A (no proxy)
Fred Hearty, 140B (no proxy)
Chuck and Keren Zubriggen, 140E (no proxy)

Pre-Meeting

The first 30 Minutes of the meeting were conducted without Summit Resort Management's Kevin Lovett, Peter Schutz & Jocelyn Banks present to promote free discussion of SRG's performance in the past year.

- 1) Introductions and welcome to Carol Goett as the newest Brook Forest Resident in 150B. Her husband Mark couldn't make it this year due to work.
- 2) Several members brought up the lack of regular unit inspections and security checks. In one case a stuck zone valve caused the heat & utility bill to skyrocket for two or more months due to missed checks. It was noted that SRG very recently replaced the former Brook Forest site manager with Jocelyn Banks.
- 3) It was noted that often snow plowing did not occur until 4-5:00PM after a storm and wondered if our lot could be put earlier in the rotation.
- 4) There was a spigot leak in the rear of building 140 last winter that went on for some time & was only noted by the neighboring condo.
- 5) Dan Doran noted that SRG (Kevin) did a fine job handling drywall repairs from a leaking bathroom fixture above his unit in June.
- 6) LuAnn noted all bills are still being paid promptly by SRG.

- 7) It was noted that unit 140E had just gone under contract.

Meeting (SRG Representatives Peter Schutz, Jocelyn Banks & Kevin Lovett Present)

- 1) *Approved Last Year's Annual Minutes unanimously.*
- 2) Kevin & Peter addressed each pre-meeting concern individually:
 - Apologized for the missed security checks and expressed confidence that Jocelyn will adhere to the agreed schedule of 1/week in winter & every-other week in summer.
 - Asked whether electronic monitoring of units could reduce our insurance, Peter & Kevin said probably not, but electronic monitoring would be a possibility in the future & is used by some individual homes, but not condos yet.
 - Jocelyn said that Joe Banks (Husband & snowplow guy) has changed his origin point that will reduce travel on snow days & may get us earlier in the rotation. Kevin said to please call SRG anytime the roof sheds & makes ice dams or any other plowing issue is noted.
 - The spigot leak was due to a frozen pipe and was repaired promptly once reported.
- 3) Finance Report Summary from Kevin:
 - We're currently \$4000 under our operating budget, primarily from the insurance policy savings.
 - If the savings hold, the underage will be moved to the reserve account.
 - Capital reserve fund is growing as anticipated after last years dues increase and the staining projects on building 150 last year & 140 this year went on schedule. Building 130 will be stained next spring.
 - We have an insurance deductible reserve account to cover repairs that don't meet the new \$5000 policy deductible. No claims made so far this year and no withdrawals from this account so far.
 - Noted that our current policy does have flood insurance.
 - Replacement value on our policy is now \$200/sq. ft.
 - \$480 tree removal of 5 beetle-kill lodgepoles was covered by grounds budget. These were sprayed along with the others, but we may yet lose more pines.
 - Noted city of Frisco will provide \$100 towards each replacement tree if we opt to plant any.
 - All homeowners doing good job staying current on dues.
 - 2010 Preliminary Operating Budget: *No dues increase anticipated, so no increase was voted on.*
- 4) Election of Board Members: *Motion was made to re-elect the entire board in the same positions as last year. Motion seconded and passed unanimously.*
- 5) General Management Report (Kevin):
 - Outdoor lights will be checked weekly since many were burned out and not replaced in a timely manner last winter.

- It was noted that the low-temp emergency warning strobe lights in each carport may not be working and should not be relied upon in place of security checks.
- Building 140 staining went well, but used more layers of stain in some area than anticipated to match colors.
- The lot to the east of building 130 is part of the home lot across the creek. This winter it had a broken gate and some junk piled in it. ***Kevin will look into this with the city to see if we can get the owner to clean this up & repair the gate.***
- Compliments to Colleen for the nice 4th of July decorations & flower baskets.
- Homeowner services – these are the responsibility of the individual owners but ***Kevin will send a homeowner survey to collect information on the following topics to help owners get the best price & service:***
 - a. ***Possible bulk firewood sales for the units that have not converted to gas.***
 - b. ***Remind owners with wood fireplaces that ‘Sevice Monkey’ (970-262-1657) does inexpensive chimney sweeping and this must be done yearly for active wood fireplaces and anyone who rents out the units.***
 - c. ***See if there is interest in more gas fireplace conversions and gather any experience from owners who have done this.***
 - d. ***Gather homeowner experience with internet service providers for those interested in getting this service.***
 - e. ***Get any window cleaning or replacement recommendations from owners who have done this.***

6) Old Business:

- TV – Current Comcast contract (which all owners must pay) will expire in Dec. 2010 and will need to be ‘renegotiated’ next summer. At that point we agreed to price competing dish services (with a shared dish) as a possible replacement, but there will be no advantage to doing this any sooner.

7) New Business:

- If potential new owners of 140E don’t want the installed dish in addition to cable, we can take the current dish down if it’s not being used. We could leave the hidden cabling in case that site can become a “shared dish” site in the future. ***Kevin will contact any new owners of 140E to ask that question.***
- Dan noted that the current spotlight shining on the front “Brook Forest” sign gets broken every year as snow is piled on it. Requested we get a bid for dual ‘overhead’ lamps that curve around from the rear of the sign. If these are not too outrageous, it may be worth replacing the current light. ***Kevin will get this bid & report to the board.***
- A large bear has been sighted recently at Brook Forest & our current dumpster is not remotely bear-resistant. For the welfare of the bears, ***Kevin will ask Timberline if they have any bear-resistant dumpsters we could use in place of the current model.***

8) *Next Meeting agreed for Saturday, 7/3/2010 at 9:00am.*

9) Walk-around of grounds with Kevin:

- Shed behind 140 – there are two charcoal BBQ sets that were ‘confiscated’ from units since they are prohibited. *These will be removed from the shed so no one will be tempted to use them.*
- *Requested some cheap hose hangers be hung in the shed so the hoses don’t have to sprawl on the floor.*
- Two dead trees identified between buildings 130 & 140. *Kevin will have the tree service remove these.*