

Brook Forest HOA 2012 Annual Meeting

Saturday, July 7, 2012

Attendees:

Dan & Deb Doran 140F
Russ and Linda Colling 130D
Colleen O'Conner & Matt McElhiney 140D
Doyle & LuAnn Tinkey 130C
Al & Joan Dugas 130B
Bob & Ellen Smith 140C
Jason & Michelle Becker 130A
Carol & Jeremy Goett 150B
Rob Audette & Nancy Berg- Audette 150C
Joe & Kathleen Thompson 140E
Rick Abbott 150A
*proxy to Dan Doran – Fred Hearty 140B
11 units represented in person and 1 by proxy

Summit Resort Group represented by Kevin Lovett and Jocelyn Banks

The meeting was called to order by President Dan Doran. Introductions of all homeowners present and Management Company were made. Summit Resort Group (hereafter referenced as SRG) left for a few minutes to see if any issues needed to be discussed in their absence. There was none. SMG was reseated.

Approval of the Minutes of last Annual Meeting – Matt McElhiney moved to approve the minutes as submitted. Dan seconded. Minutes were approved.

Financial Report by Kevin Lovett of SRG –

- Operating and Reserve Budget – We are currently \$839 under budget right now in operating expenses. We have tripled our reserve since 2008. This is due in part by favorable insurance premiums this year.
- Snow removal budget remains the same. Even though we had a light snow year, the ice problem was worse and needed more attention.

Manager's Report given by Kevin Lovett –

- Pine beetle spray and pheromone bags done again this year.
- Also sprayed for pine needle scale
- The association renewed with Farmers at a better rate
- Jocelyn installed sod that is looking good
- All of the required documents needed for our association are filed and in good standing.
- The Asphalt crack sealing was done last fall

- All of the decking was stained this spring.
- Woodpecker damage needs to be addressed. Further discussion will follow on walk about.
- The horizontal decks need to be stained more often than the scheduled building staining. That will be done as needed.
- A rock swale was installed last fall for building 130 to help alleviate the ice buildup.
- The ongoing 140 drainage issue – Kevin outlined the plan as currently proposed. The idea is to put in a dry well wrapped with heat tape. Discussion ensued. The electrical work and permits are not included in A-asphalt's bid. Doyle Tinkey moved to approve the bid. It was seconded by Ellen Smith and approved. Work will move forward. Dan would like for the board to review the electrical plan before installation.
- Manager's report continued – Bigger signs for falling ice were installed and seem to be much better.
- Kevin reminded everyone about the vendors available for chimney cleaning, window cleaning and wood replenishing. He is recommending Timberwolf for wood this year.

New Business –

- Flood Plain Notices – FEMA maps don't have our location in the flood zones (zone C) so Brook Forest does not SEEM to be in the flood zone. Dan will get a letter from Frisco to send to insurance companies who have notified several owners of flood insurance additions to their policies.
- Michelle Becker asked to look at the reserves and see if folks thought they were going to be adequate for our future needs. Discussion followed. A straw poll was taken to increase the dues in order to ramp up the annual contribution to the capital improvement fund. The straw poll indicated half for and half against. Kevin volunteered to work up some scenarios for consideration. The board will send out a proposal in the coming months. Operating expenses seem to be stable for 2012-13
- Parking space markings – Jeremy noted that sometimes the parking lots are full and wondered if some sort of markings would allow more cars to access the lots. It was noted that these times are rare and we would watch this year to see if it was a problem that needs addressing.
- Al Dugas had a concern about renters pets. The policy is still NO PETS for renters. This needs to be strictly and uniformly enforced. If there continues to be a problem or you see a renter with pets, notify Kevin immediately.

Appointment of Directors –

LuAnn asked to step down from the board this year. Al Dugas volunteered to replace her. Nancy Berg- Audette agreed to be director at large. The following slate was approved:

Dan Doran – president
Al Dugas – treasurer

Michelle Becker – secretary
Colleen O'Connor – director at large
Nancy Berg- Audette – director at large

Miscellaneous – several questions came up as the meeting was about to adjourn

- Colleen said that next year she needs new flower basket liners (10 liners and 1 new pot) for approx. \$200. There was no objection to this expense.
- Snow plow contract – the policy says that at 4 AM, if there is more than 3 inches of snow the lots should be plowed. Kevin will clarify this policy with Joe Banks.
- Question about Christmas light decorations – There is no policy against outside Christmas lights as long as it doesn't affect the integrity of the building.
- Question was raised about the rocks in the back of building 130. Cowlings would like those left in place rather than removed for a walk around area.

The meeting was adjourned at 11 AM/. Picnic to follow at noon.

Respectfully submitted by LuAnn Tinkey