

Brookforest HOA 2013 Annual Meeting
Saturday, July 6, 2013
Unit 140D
9:00 am

Attendees:

Michelle Becker 130A
Al Dugas 130B
Doyle & LuAnn Tinkey 130C
Russ and Linda Colling 130D
Bruce Barta 140A
Fred Hearty 140 B
Colleen O'Conner & Matt McElhiney 140D
Dan & Deb Doran 140F
Rob Audette & Nancy Berg- Audette 150C

Proxies:

Bob & Ellen Smith 140C - proxy to Dan Doran
Joe & Kathleen Thompson 140E - proxy to Dan Doran
Rick Abbott 150A - proxy to Dan Doran

9 units represented in person and 3 by proxy; a quorum was reached

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.

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

Financial Report by Kevin Lovett of SRG – Kevin Lovett reported on the following:
May 31, 2013 Balance Sheet reports \$9,516.34 in Operating and \$29,781.42 in Reserves.

May 31, 2013 Profit and Loss statement reports that Brook Forest is \$1,476.94 under budget in operating expenses.

We are current on all reserve contributions this year.

Account balances continue to grow as we place \$14,224 into reserves this year vs. \$10,204 in past years.

The reserve plan was reviewed; SRG was instructed to have the roof inspected and to obtain an updated estimate on the remaining life of the roof.

Executive Session - The Board and Owners entered into executive session as Kevin Lovett and Jocelyn Banks stepped outside. Kevin Lovett and Jocelyn Banks were asked to rejoin the meeting. The Board and Owners were complimentary of management services this past year.

Manager's Report given by Kevin Lovett – Kevin Lovett reported on the following items:

Completed Items

- Spring cleanup
- Pine Beetle Tree Spraying and pheromone bag install as well as pine needle scale treatment
- Association Insurance Renewal with Farmers
- Annual registration with RE Commission complete
- Sod installs
- Drainage Projects, 130 and 140 buildings
- Parking space extension 130 bldg
- TV/ Internet renewal/ addition

Pending Items

Exterior building stain, 150 building - to begin July 9th. Wood pecker holes will be addressed. Buildings slated to be stained during the summer will receive a wood patch while buildings that are not slated to be stained that year will receive caulking.

Tree removal - removal of dead trees and limbs to take place within the next few weeks; Owners discussed specifics.

130 Bldg drainage from Creekside Drive - Owners discussed remedies to the ice/ water build up that occurs in the parking lot of the 130 building. SRG has met with the Town of Frisco to discuss. The TOF will not provide assistance with drainage correction but they will permit the Brook Forest Association completing the work. Drywell and Berm options will be investigated.

Reminders - The following reminders were reviewed:

-Reminder, all Owners are encouraged to have their chimneys cleaned and inspected annually. Consider it Done, 970-420-9867

-Window Cleaning, Consider it Done or Rise and Shine 970-668-0916

-Fire wood, Timber Wolf 970-390-0574

New Business – The following New Business items were discussed:

- Old Sod - SRG will remove the old sod pieces from the far corner of the 140 building yard

- A post meeting mailer will be prepared and sent to all owners; included in the mailer will be an offer for a bulk firewood delivery and fireplace clean.
- Dogs/ fencing - Owners discussed neighboring HOA dogs running free and pooping in the 140 building back yard. The "doggie pot" bag station installed last year is reported to have helped a little. Installing a fence was discussed. SRG was instructed to get a bid on fence install with a gate and send to the board. A survey will be obtained if the Board feels that the fence is affordable. A mailer will then be sent to owners with a general concept and a sketch. The Town of Frisco will be contacted to see if a permit and / or neighbor approval is required. A thorny hedge bush was also suggested.
- Owners pick up after pets and do not throw cigarette butts - a reminder will be included in the owner mailer to pick up after pets and to not throw cigarette butts on the ground.
- Comcast TV - The Comcast TV and Internet install was discussed; the Owners approved an approximate \$18 increase per unit per month beginning August 1, 2013.
- Trash Dumpster, illegal usage - SRG was instructed to get a permanent sign installed on the dumpster to state "If you don't live here, don't dump here"

Appointment of Directors – Fred Hearty moved that the following slate be appointed; Matt McElhiney seconds and the motion passed.

- Dan Doran – president
- Al Dugas – treasurer
- Michelle Becker – secretary
- Colleen O’Connor – director at large
- Nancy Berg- Audette – director at large

Next Meeting date - the 2014 annual owner meeting will be held Saturday July 5th.

Adjournment - The meeting was adjourned at 10:52 AM. Picnic to follow at noon.