

Brookforest HOA 2015 Annual Meeting
Friday, July 3, 2015
Unit 140F
9:00 am

Attendees:

Michele Becker 130A
Mark and Karla Pfiffer 130B
Russ and Linda Colling 130D
Colleen O'Conner & Matt McElhiney 140D
Dan & Deb Doran 140F
Carol Goett 150B
Rob Audette & Nancy Berg- Audette 150C

Proxies:

Doyle & LuAnn Tinkey 130C – proxy to Dan Doran
Fred Hearty 140 B – proxy to Dan Doran
Bob & Ellen Smith 140C - proxy to Dan Doran

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

Summit Resort Group was represented by Kevin Lovett, Michael Kellett and Jocelyn Banks.

The meeting was called to order by President Michele Becker. Introductions of all homeowners present and Management Company were made.

Approval of the Minutes of last Annual Meeting – Matt McElhiney moved to approve the minutes as submitted. Michele Becker seconded. With all in favor, the minutes were approved.

Financial Report - Kevin Lovett reported on the following:

May 31, 2015 Balance Sheet reports \$2,601 in Operating and \$45,004 in Reserves.

May 31, 2015 Profit and Loss statement reports that Brook Forest is \$2162 over budget in operating expenses. Main area of overage is snow removal.

We are current on all reserve contributions this year. Reserve account balances continue to grow as \$14,224 is to be placed into reserves this year.

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

Completed Items

-Roof maintenance and inspection; with proper maintenance, expect roofs to last until 2028- 2030.

- Spring cleanup
- Tree Spraying and pheromone bag install as well as pine needle scale treatment
- Dead tree removal/ clean up
- Association Insurance Renewal with Farmers
- Annual registration with RE Commission complete
- Woodpecker hole repair and wood pecker houses installed
- LED light conversion

Completed Capital items

- Drywell install, 130 Building; owners reported that the new drywell is working very well
- Asphalt work, 130 Building

Discussion items

-Dumpster enclosure; Owners present discussed the replacement of the dumpster enclosure, with a new dumpster enclosure with front swinging “gate” doors as well as an open entry “man door”. Upon review, Mark Pfiffer moved to proceed with the new dumpster enclosure install and Carol Goett seconds. With 8 votes in favor and 2 opposed, the motion passed.

-140 Building exterior building staining; Owners present discussed the staining of the 140 building exterior. It was noted that this project was planned for 2014, but was moved to 2015. The Owners agreed to proceed with the exterior staining of the 140 building.

-Roof leak, 150 C; Owners discussed the roof leak that occurred into unit 150C. Turner Morris roofing has inspected and completed repairs to the roof. SRG will monitor and complete frequent roof snow clearing to avoid ice dam build up.

-150 Building unit water shut offs; it was noted that Jocelyn has labeled the individual unit water shut offs for each of the units in the 150 building.

Reminders

-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

Old Business – There were no old business items to discuss.

New Business – The following New Business items were discussed:

-Parking; Owners discussed parking and the goal to maximize the number of parking spaces at the complex. A diagram will be created suggesting where cars should be parked and sent to owners. In 2016, asphalt seal coating is scheduled and new striping can be added after the seal coating.

-Cigarette butts; Owners are asked to please remind renters to NOT throw cigarette butts on the ground.

-Deck extension unit 150C; Nancy Berg-Audette discussed plans to extend her deck to allow additional space for a hot tub to be added. Matt McElhiney noted that the deck extension would likely change the condo map. The owners agreed to view the proposal during the walk around following the meeting.

-Stair treads; Owners discussed the condition of the wood on the stairs. SRG will investigate the cost to install “metal stair treads”.

Appointment of Directors – Michele Becker was thanked for her service as Board President! The Owners discussed Board positions. Michele Becker moved that the following slate be appointed; Linda Colling seconds and the motion passed.

Matt McElhiney – president
Dan Doran - secretary
Michelle Becker – director at large
Carol Goett – director at large
Fred Hearty – director at large

Next Meeting date - the 2016 annual owner meeting will be held Friday August 5th at 9:00 am.

Adjournment - The meeting was adjourned at 10:45 AM. Walk around and Picnic to follow.