

**Dillon Pines
Board of Directors Meeting
October 24, 2012**

Board members present via telephone were Doug Ostergaard, Carol Bosserman, Kathleen Kelble, Tori Gustafson and Mary Kay Stewart. A quorum was present.

Representing Summit Resort Group were Kevin Lovett, Deb Borel and Peter Schutz (via telephone)

* * * * *

- I. Call to Order**-The meeting was called to order at 4:09 p.m.
- II. Owners' Forum/ Board Member Officer Appointments** – It was noted that the meeting notice and agenda were posted on the website. No homeowners, other than board members, were present.
- III. Approve Minutes from previous Board Meetings**– The board approved the minutes from the October 9, 2012 board meeting minutes via email.
- IV. Financial Review**
August 31, 2012 close financials report \$3,640.48 in Operating and \$41,664.31 in Reserves.

August 31, 2012 Profit and Loss statement reports that Dillon Pines is \$1,006.99 over budget in year to date operating expenses; major areas of variance include:

- 501 Acct and Legal \$1,963 over
- 525 Landscape maintenance \$2,001 over (re-mulch and rock addition project)
- 538 Allowance for doubtful accts \$5,047 under

One reserve contribution behind. Should catch up soon.

2013 Budget

- Areas of change from 2012 budget to 2013 budget
 - Revenues
 - No change
 - Expenses
 - Insurance-increase \$1,740-SRG senses that the master policy will not exist beginning in April. SRG will shop insurance for better rate.
 - Cable TV-increase 4%
 - Trash Removal-increase 4%
 - Electricity-decrease 10%
 - Contingency-increase \$2,012
 - Meeting expense-decrease \$300
 - Allowance for Doubtful Accounts-decrease one unit

- Special owner meeting-SRG will announce the budget approval meeting to owners. Cover letter to owners with budget and meeting on December 4, 2012. Board will meet afterwards for their regular meeting. Budget meeting for 3:30 pm and board meeting following.

Accounts Receivable Update

- S-6 Update
 - On hold
- S-5 Update
 - Doug-forwarded Dillon Pines meeting minutes to legal counsel. Negotiations are ongoing between DP attorneys and Hamilton attorneys. There are several points that they are still negotiating.
 - DP wants SRG to be listing agent to sell property for Hamilton's, but they have their own agent.
 - They will pay the back-owed dues per the agreement.
 - The Hamilton's anticipated selling price is \$320,000 and price will not hold in this market. SRG suggests listing price of \$220,000. Owner wants their \$35,000 back if property does not sell.
 - Dillon Pines will not return their \$35,000, but Doug suggests that owner can have the net proceeds from the sale.
 - If they don't sell the property by the end of the agreement, they vacate, per the current contract.
 - Hamilton's requested that if don't sell property in 6 months, they will have an automatic extension for 4 months.
 - Hamilton will be required to sign a 6 month lease November 1-April 30. Hamilton wants 4-month option to renew and to continue to sell.
 - Peter recommends that DP consider the 4-month extension as long as SRG could list the unit and sell it. They would no longer be in control. Within 30 days before the extension, she would have to pay dues in advance for those 4 months.
 - November 2-PT sale rescheduled
 - Must vacate within the time limit set forth in the real estate contract.
 - Clarify in contract that lease is void at that time of RE contract and must move out seven days before scheduled closing on RE contract.
 - In the contract, DP will ask Mark to state that if change in listing broker, she must cooperate
 - Vote on 4 month extension-Doug moved that DP allow attorney to include a 4 month extension in the contract as long as Ms. Hamilton moves out within 7 days of RE contract closing regardless whether it is in the first 6 months or in the 4 month extension period. Tori seconded and with all in favor, the motion carried.

V. Managing Agents Report

- Winterization
 - Irrigation blow out
 - Snow plow contractor secured for the season
 - Boat rack moved for winter
 - Heat tape check and all heat tape is working
 - Completed roof repairs

- **HB 1237**
 - Deemed the “records bill”, HB 1237 is new legislation, which addresses association record keeping and opens up board member communication that may be reviewed by all owners. HB 1237 goes into effect January 1, 2013.
 - For the most part, HB 1237 requirements are currently being fulfilled posted on the website and make available for all owners:
 - Association Governing Documents (Declaration, Bylaws, Amendments, Policies, House Rules, etc.
 - Meeting Minutes
 - Financials
 - Owner/Board lists
 - Written Owner Communication
 - Board member emails with respect to votes and action items
 - On the board meeting agenda is a new agenda item entitled “Ratify Board Actions via email”; we will ratify any decisions made via email here to include disclosures of individual votes.
 - Additionally, the bill states that individual owner information to include phone numbers and email addresses may not be published or given out without prior written approval from the owner. Published Owner lists must state name, mailing addresses and number of votes each unit has.
 - Board member lists must include mailing address and email addresses

VI. Old Business

- Board motions via email:
 - 2012-2013 Snow Removal-Doug made a motion to hire Smokey Mountain Services for the snow removal season of 2012-2013. Tori seconded and with all in favor, the motion carried.

VII. New Business

- Collection Policy-Peter advised Doug on the potential benefits of using a collection agency. He had the contract reviewed by an attorney. Recommendation by attorney to revise to allow a third party action. Tori made a motion to amend the collection policy to allow a third party for collections. Mary Kay seconded and with all in favor, the motion carried.

VIII. Next Meeting Date

The next Board of Directors meeting will be held on Tuesday, December 4, 2012 after the special owner meeting to ratify the budget. That meeting will begin at 3:00 pm.

IX. Adjournment

With no further business, the meeting adjourned at 5:20 p.m.

Approved by:_____ Date:_____