

**Dillon Pines  
Board of Directors Meeting  
August 21, 2017**

Board members present via telephone were Tori Gustafson, Charlotte Jacobson and Mary Kay Stewart. Present in person were Kathleen Kelble and Mary Hahn. Attorney, Bob Gregory, was present to discuss the progress of the plat amendment. A quorum was present.

Representing Summit Resort Group in person were Deb Borel and Kevin Lovett.

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**I. Call to Order**

The meeting was called to order at 9:02 am.

**II. Owners' Forum**

No Owners, other than Board members, were present.

**III. Plat Amendment**

Bob Gregory presented the first draft of the plat amendment that was completed by Blue River Land Surveying. He explained the difference between a condo and townhome. Townhomes are identified by "lots" and condos by "units". The following questions were answered by the Board:

- Where should the new lot lines be located? (coincident with foundation and party walls?, a foot off the walls, other? Do folks want included in their lots area in front and behind the units)? **Bob is obtaining more information from the HOA insurance company regarding insurance ramifications before this question is answered. Patios and balconies will most likely be identified as "limited common elements".**
- Do you want easements for entries in front of or behind the units for individual use? **The Board agreed there would be no easements, but this will be addressed in the House Rules. Bob will draft a rule regarding this.**
- What would you like the new plat called, plat title? **Dillon Pines Townhome Association.**
- How do you want the units/lots numbered? **They will be numbered S1 through S12 and N1 through N10.**
- Do you want to call them, units? lots? **They will be called "lots".**
- How do you want to handle easements? Blanket? Around each utility? All the utilities are on the drawing except the sewer at this point. We can add the sewer if you want, let us know. **Utility easements will be around each utility, and not blanket. The sewer will also be identified on the plat.**

Bob will be asked if he would create a bullet list of specifics for presentation at the annual meeting. Bob will also confirm that the only documents required by the Town of Dillon are the application, the re-plat, the justification letter and the title commitment. He will also have a draft of the Declaration available before the meeting.

**IV. Approve Minutes from previous Board Meetings** – The Board reviewed the meeting minutes from the June 2, 2017 Board meeting. Mary made a motion to approve the minutes from the meeting as presented. Charlotte seconded and the motion carried.

**V. Financials**

July 31, 2017 close financials reports \$21,921.79 in Operating and \$42,436.12 in Reserves.

July 2017 Profit and Loss statement reports that the Association is \$8,060.10 over budget in year to date Operating expenses. The main reason for this is snow removal and Repairs and Maintenance. It was noted that the Miscellaneous expense of \$1,200 for the re-plat survey, will be re-classified as a Reserve expense. This will be reflected in the August financials.

All Reserves contributions have been made in 2017.

All Owners are current with dues.

**2018 Budget**

The Board reviewed 3 different budget options; one with a 5% dues increase (this would not increase the Reserve contribution), the second with an 8% dues increase, adding \$3,072 additional into Reserves, and a 10% dues increase, which would increase the reserve contribution by \$5,088.24. With upcoming maintenance costs, Tori made a motion to adopt the budget with the 10% dues increase, of which, 5% will be placed in Operating to balance the budget, and 5% placed into Reserves. Charlotte seconded and the motion carried.

**VI. Managing Agents Report**

**A. Complete Items**

- a. Dead tree removal and tree trimming away from buildings is complete
- b. Flowers planted in beds is complete
- c. Lawn has been repaired and sod planted. The town has been sent the invoice.
- d. Trees and turf have been sprayed
- e. The owner requesting the remodel has agreed to have his door wood in color. The door was installed, but with a glass pane across the top. Deb will contact this owner regarding this.

**VII. Ratify Board Actions via Email**

There have been no actions via email since the last meeting.

**VIII. Old Business**

- A. Tree – Mary Kay requested that a tree be planted between Dillon Pines and Coeur Du Lac to replace the dead one that was removed. This will be placed on the agenda for discussion at a later meeting.
- B. Tori and Deb will work together to come up with a plan to improve the area behind N3.

**IX. New Business**

- A. 2017 Annual Meeting – The Board reviewed the meeting packet for the 2017 annual meeting. The 2018 adopted budget will be placed in the packet for discussion at the meeting.

**IV. Next Meeting Date**

The next Board of Directors meeting will be held on Saturday, September 23, 2017 at 11:00 am at the office of Summit Resort Group. Lunch will be served.

**V. Adjournment**

With no further business, at 10:30 am, Kathleen made a motion to adjourn the meeting. Mary seconded and the motion carried.

Approved by:\_\_\_\_\_ Date:\_\_\_\_\_