

WILLOWBROOK HOMEOWNERS ASSOCIATION
Board of Directors Meeting
January 27, 2009

Board members present were Bonnie Brown, Bob Brocko, Jim Anderson, Chad Guinn, Mike Schneider and Dave Hula.

Owner Howard Hallman was present for the Owners Forum portion of the meeting.

Representing Summit Resort Group were Kevin Lovett and Peter Schutz.

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I. Call to Order; 6:30 pm

II. Owners' Forum – it was noted that the meeting notice and agenda were posted on the website.

A. Howard Hallman request

Howard Hallman, owner of unit 211 East Fox Ct. (described as Lot 3, 4, block D, Willowbrook Meadows Subdivision #2), requested that his lot be recognized by the Willowbrook HOA as 1 lot, not 2. Howard cares for his home as a single parcel and has no current plans of building and additional house on the land. For more than 10 years, Howard has paid double dues for this lot as it was originally recognized as 2 lots. However, the property has been taxed by Summit County Assessor as 1 lot for more than 15 years. After discussion, Mike Schneider moved to accept Howard Hallman's request subject to confirmation that Summit County recognizes the land as one lot; Bob Brocko seconds and the motion passes. SRG was instructed to follow up with the County Assessor to ensure that they recognize the land as one lot and to ensure that if the lot was split and an additional home built, that the HOA would be notified and would reinstate the second dues billing. SRG will report back to the Board and to Howard.

III. Approve Minutes from previous Board Meetings– Minutes from the 10-14-08 Board meeting were reviewed; Jim Anderson moved to approve, Bob Brocko seconds and the motion passed. Minutes from the 11-1-08 Board Meeting (post annual) were reviewed; Bob Brocko moved to approve, Mike Schneider seconds and the motion passed.

The 2008 Annual Owner meeting minutes were reviewed; SRG will make noted corrections.

IV. Financial Review

Kevin Lovett of SRG reported on year to date financials as follows:

Financial Report as of December 31, 2008 close

December 31, 2008 close financials report that Willowbrook has the following account balances:

\$16,236.08 in the West Start 2 Yr Reserve fund

\$48,943.66 in the Checking Acct

\$27,188.92 in the Reserve Fund

\$5,024.98 in the Mail Box fund

December 31, 2008 Profit and Loss statement reports \$84,269.49 of actual expenditures vs. \$90,385 of budgeted expenditures

In conjunction with the motion made at the 2008 Annual Owner Meeting, Bob Brocko made a motion to move the \$6,115.51 operating surplus to Reserves; Mike Schneider seconds and the motion passed.

SRG and the Board reviewed the general ledger. SRG will report back to the board detail of the following items:

- 607 – what was \$94.71 SRG Annual Meeting
- 673 – what was \$84.54 Greg Jakoby's hours
- 673 – what were bank charges
- 675 – what is detail of charges in this account

SRG was instructed to pay post office related shoveling charges out of the post office box fund.

SRG will also investigate the possibility of purchasing cheaper mitt mitts.

Status of late fees and liens

List attached:

- 0477CD balance due of \$458 (This unit has also recently been liened)
- 0500BH balance due of \$20
- 1508B balance due of \$19.64

0477 CD – SRG presented the following options to proceed as stated by attorney Liz Berry:

1. Have attorney send demand letter \$300
 2. Have attorney work on money judgment \$1500
 3. Foreclose - \$3000
(unit owner responsible for all expenses associated with collection)
- In accordance with the collection policy, only the Attorney is permitted to communicate with the owner.

Upon discussion, Mike Schneider moved not to pursue further action at this time; Bob Brocko seconds and the motion passes.

SRG will investigate to see if the unit is still in foreclosure.

SRG will follow up on all A/R on February 2, 2009 as units that have not paid the 2009 dues by February 1, 2009 are considered late and will be fined. SRG will follow the collection policy.

Tax Filing 2008 fiscal

SRG will have the 2008 year end tax return prepared filed.

VI. Managing Agents Report

Kevin Lovett gave the following report:

Completed Items

Dues billing mailer / owner info survey mailed out to all owners.

Report Items

Snow Haul Off – One complete round of snow haul off completed by Mike's Dirt Works. The total cost was \$7270. Depending upon the remainder of the winter, we can expect additional costs. We will try to minimize those costs based upon how much snow there is and how much the Town feels needs to be removed.

VII. Old Business

A. Dumpsters – The Board and SRG discussed the current agreement with Timberline Disposal as well as bids received from Waste Management. The current contract with Timberline is up for renewal May of 2009. Currently, Willowbrook has 15 dumpsters being picked up 1 to 2 times per week depending on the time of year. Overall, the Board was happy with the service provided by Timberline. Despite the fact that Timberline's renewal bid was slightly more expensive than Waste Managements, the Board moved to renew with Timberline at the proposed new rate based on the fact that Timberline does not inflict additional charges and that Timberline has provided good service. It was also noted that Timberline will agree to a one year deal whereas Waste Management is looking for a 3 year contract.

The Board also discussed the future of the dumpsters and follow up to the motion and discussions at the 2008 Annual Owner Meeting. As requested by the Owners at the annual meeting, the Association will keep the common area dumpsters and they will not move to individual trash pickup. Upon discussion, Mike Schneider made a motion to repair the existing enclosures as needed and postpone further replacement due to current economic times and the fact that a special assessment would be necessary to complete major replacement; the motion was seconded and passed.

The Board and Management will inspect the enclosures this Spring for necessary repairs. Bonnie Brown and Kevin Lovett will send an email update to all owners who were at the meeting advising them on the current plan for the dumpsters.

B. House Rules Violations

The Board and SRG reviewed the running list of house rule violations. It was noted that all outstanding violations are ones with regards to parking on unimproved grounds. SRG will send a notice to all owners in the Spring advising owners to make sure they are in compliance with house rules as the rules will be enforced this summer.

VIII. New Business

A. Triplex Exterior Maintenance

The situation of triplex (and duplex) exterior maintenance and upkeep was discussed. The following questions were raised:

What happens if one unit of a triplex (or duplex) wishes to complete improvements to the exterior of his unit (siding or roof) and the other Owner or Owners do not wish to complete the same or any maintenance to their unit.

Is conformity amongst the triplex required?

Does the HOA require unit Owners to maintain their exteriors?

Will the architectural review committee approve an exterior remodel of only one unit in a triplex or duplex?

SRG will investigate this situation further and find out what other Associations have done.

IIIX. Next Meeting Date

The next Board of Directors meeting will be held on Tuesday March 24, 2009 at 6:30 pm in the SRG office.

IX. Adjournment

At 8:55, Dave Hula moved to adjourn; Bob Brocko seconded and the motion passed.

X Jim Anderson 24 MAR 09