

**WILLOWBROOK HOMEOWNER ASSOCIATION
ANNUAL MEETING
NOVEMBER 7, 2015**

I. CALL TO ORDER

The meeting was called to order at 9:05 a.m. in the Silverthorne Town Hall.

Board members present were:

Jim Anderson, President, 1625 N Chipmunk
Kathi Smith, Director, 246 Coyote
Julie Fowles, Secretary / Treasurer, 232 Rabbit Court

Owners present were:

Sharon Farmer, 103 Badger Court	Linda Wilson, 134 Woodchuck Court
Mary Kay Rachwalski, 209 Fox Court	Howard Hallman, 211 / 213 Fox Court
Don Hansen, 220 Rabbit Court	Linda Marr, 228 Rabbit Court
Ray Raczkowski, 242 / 243 Coyote	Dan Burnett, 0254 Coyote
Larry and Rita Pirkl, 382 Coyote	Richard Baldwin, 450 Coyote
Judy Notaro, 479 Coyote	Nancy Lindblade, 0489 Coyote Drive
Janet Carter, 555 Coyote	Tony Hauler, 561 Coyote
Tim and Maureen Robinson, 303 N Chipmunk	Bob and Peg Smith, 313 N Chipmunk
Tim Stachelski, 329 N Chipmunk	Linda and Robert Paskac, 361 N Chipmunk
Michael Molloy 0363 N Chipmunk	Lynn and Tim Schlough, 414 Big Horn
Dave Hula, 487 Big Horn	Audrey Morris, 515 Big Horn
Lanelle Barnett, 578 Big Horn	William Royds, 454 Willowbrook Rd
Robert Kingsbury, 443 Marmot Circle	Mrs. Dave Wandel, 468 Marmot Circle
Constance Tussel, 488 Marmot Circle	Sherri Hastings, 1612 N Chipmunk
Earl and Wendy Clairmont, 1591 Badger Ln	Tanya Shattuck, 1620 Badger Lane
Dale Beard, 1649 Badger Lane	

Representing Summit Resort Group were Kevin Lovett and Deb Borel.

II. PROOF OF NOTICE/QUORUM

With 36 owners represented in person and 83 by proxy, a quorum was reached. Owners introduced themselves

III. APPROVE PREVIOUS MEETING MINUTES

Mike Molloy made a motion to approve the minutes from the November 1, 2014 minutes as presented. Don Hanson seconded and with all in favor, the motion carried.

IV. PRESIDENT'S REPORT

Jim Anderson reported on the following:

- A. Jim thanked the following:
 - i. Current Board members
 - ii. Past board members
 - iii. Sub-committees
 - iv. Landscaping volunteers
 - v. Summit Resort Group (SRG)
 - vi. Town of Silverthorne

- B. Jim reported that the final dumpster enclosures are almost complete. The gates need to be added. There is one enclosure that will be retrofit to match the others.
- C. All dumpster enclosures have been stained. Owners are asked to contact SRG if maintenance needs to be performed on dumpster enclosures.
- D. Landscape beds continue to be maintained.
- E. Noxious weed spraying continues and weeds are lessening.
- F. SRG sent Owners reminders and letters regarding home maintenance.
- G. Governing Documents will be discussed under Financials. Legal counsel was obtained to facilitate this project.
- H. The ARC worked with requests for remodel, staining, new windows, etc.
- I. The Aspens HOA surveyed the property line between Willowbrook and the Aspens to determine property line. At one point, Willowbrook and the Aspens had an agreement to split the removal of the fence along that property line. The Aspens Board is discussing the next steps and will be in contact with Summit Resort Group. Willowbrook Owners will be kept updated regarding this.
- J. It was determined that the bus stop between Willowbrook and the Aspens belongs to the Town. The town has placed this on their maintenance list.

V. FINANCIAL REPORT

A. Year to Date Review

Financial Report as of September 30, 2015

September 30, 2015 close financials report that Willowbrook has:

- ❑ \$53,259.84 in the Alpine Checking Account
- ❑ \$47,998.42 in the Alpine Reserve Fund
- ❑ \$5,733.94 in the Mailbox Fund
- ❑ The Profit and Loss reports that as of September 30, 2015 close, the association was \$22,346.59 under budget.
- ❑ Kevin Lovett reported on the significant variances.
- ❑ An operating surplus is projected for 2015. The Owners discussed surplus options. Upon review, Howard Hallman made a motion to move the 2015 fiscal year-end operating surplus into reserves. Tanya Shattuck seconded and the motion carried.

2016 Annual Budget

- ❑ 2016 Budget options were discussed. Two budget options were presented to Owners. Budget Option 1, includes no change to dues. Budget Option 2, was created in conjunction with pursuing an Association Governing Document revision and included an increase to dues for 2016 as well as 2017. For the past several years there has been a dues increase to complete the dumpster enclosures. Kevin discussed the two proposed options for 2016 as follows.
 - Option 1 – Current (2015) dues are \$396 per home; budget Option 1 proposes no change to dues. It was noted that for the past several years, annual dues were increased to fund the dumpster enclosure replacement. With dumpster enclosure replacements complete, there was no additional funding necessary for 2016.
 - Option 2 – Governing document revisions – Jim Anderson reminded the Owners that the reason for this second budget option is based on requests from Owners at last year’s annual meeting to pursue amending the Association Governing Documents. The Willowbrook Board has completed the due diligence based on the Owner requests and has investigated the requirements and steps necessary to amend the Governing Documents. Legal counsel was consulted to determine costs.
 - An Owner commented that the money should not be spent on this endeavor.

- An Owner asked if enforcement of violations were a problem in Willowbrook. Jim reported that there are some problematic homes, but he didn't feel that going to this extreme was necessary.
- Mike Molloy stated that there is a solar easement attached to filing 1.
- Peggy Smith added that when Henry Barr was Board president, he suggested that the governing documents be combined.
- Janette Hanson asked why a special assessment was necessary. The reserves in the account are necessary. An Owner present reminded her that it would only take one large snow year to eat through the reserves, and felt that if the Option two budget was chosen, a special assessment would be necessary.
- Dave Hula expressed concern that getting the 67% approval of each filing would be very difficult to obtain.
- An Owner stated that he feels there are enforcement options in Willowbrook, and the governing documents do not need revising.
- Howard Hallman thanked the Board for looking into this, but does not feel there are major issues and it should be tabled until enforcement becomes a problem.
- An Owner commented that she feels that the beauty of Willowbrook is that it is affordable. She is not in favor of the enforcement change.
- The mailbox reserve account is used for mailbox building maintenance and is funded solely through mailbox annual fees.
- Audrey Morris had windows installed and the process went smoothly. She thanked SRG for the swift approval.
- SRG will pick up nails around dumpster enclosure on Woodchuck Court.
- Upon discussion, Howard Hallman made a motion to approve the 2016 Option 1 budget as presented. Judy Notaro seconded and the motion carried. Fourteen proxies opposed.
- An Owner suggested that a list be compiled with skills of Willowbrook Owners who would be willing to help other Owners in the neighborhood with projects. SRG will compile a list and place it under password protection on the website. This request will be placed in the post meeting mailer.

VI. OLD BUSINESS

- A. Governing Documents Revisions – discussed above.
- B. Dumpster Enclosures – nearly complete.
- C. Trash Pickup – The trash pickup schedule was discussed. Jim explained that for three months a year (April, October and November), there is only one time a week pick up. A \$6,000 per year savings is realized with reducing the trash pickup during these months. Owners are encouraged to call SRG if an extra pick up is needed. SRG will extend the once a week pick up to two times weekly when necessary.

VII. NEW BUSINESS

- A. Individual Home Trash pickup vs Common Dumpsters - Linda Marr asked why Willowbrook used dumpsters instead of individual pick up. Jim Anderson explained that individual pickup had been explored in years past and was cost prohibitive as well as problematic for some owners.
- B. Architectural Review - ARC requests are dealt with on an individual basis.
- C. Town of Silverthorne Park improvements - Don Hanson reported that Owners can look at plans for Trent Park and additional Town of Silverthorne park improvements at Town Hall.

VIII. ELECTION OF DIRECTORS

Tim Richards Board position is up for election. He is willing to continue on the Board. Mike Molloy, Tim Short-Lee and Phil Weisbach have volunteered for the Board. With no other nominations, Judy Notaro made a motion to elect the slate. Wendy Clairmont seconded and the motion carried. Tim

Richards, Mike Molloy, Tim Short-Lee and Phil Weisbach will serve on the Board. At the Board meeting following the annual meeting, it will be determined who will serve as alternates.

IX. SET NEXT MEETING DATE

The next Annual Meeting was scheduled for November 5, 2016.

X. ADJOURNMENT

With no further business, Judy Notaro made a motion to adjourn at 10:30 am. Janet Carter seconded and with all in favor, the motion carried.

Approved By: _____ Date: _____
Board Member Signature