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WILLOWBROOK HOMEOWNERS ASSOCIATION

Board of Directors Meeting

March 24, 2009

Board members present were Bonnie Brown, Jim Anderson, Dave Hula.
Representing Summit Resort Group were Kevin Lovett and Deb Borel.

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I. Call to Order; 6:40 pm

II. Owners' Forum – it was noted that the meeting notice and agenda were posted on the website. No homeowners present.

III. Approve Minutes from previous Board Meetings– Minutes from the January 27, 2009 Board meeting were reviewed; Jim Anderson moved to approve, Dave Hula seconds and the motion passed.

IV. Financial Review

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

Financial Report as of February 28, 2009 close

February 28, 2009 close financials report that Willowbrook has the following account balances:

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

\$75,275.90 in the Checking Acct

\$33,313.33 in the Reserve Fund

\$6,801.78 in the Mail Box fund

February 28, 2009 Profit and Loss statement reports \$17,676.66 of actual expenditures vs. \$18,766.66 of budgeted expenditures (\$1,090.18 under budget YTD)

Main area of underage is trash removal; trash will be picked up twice a week again beginning in May. We also have \$3,000 budgeted for snow haul off in March. If the weather continues as is, we should not have to complete another round of haul off and should be \$1,767 under budget in snow removal come March close.

Kevin will attempt to determine how many owners there are in Willowbrook by asking Maxine how many invoices were sent out. Should be between 286 and 292.

Accounts receivable report

SRG reported 14 owners with dues payments outstanding. All delinquent owners have been assessed late fees. SRG will complete another round of collections. Three statements have gone out, one of them placed on the door of the home. Liens may be placed on homes after April 1, 2009.

VI. Managing Agents Report

Kevin Lovett gave the following report:

Mutt Mitts

Discussion took place regarding different sources to purchase mutt mitts. Willowbrook will stay with current source, Intelligent Products, at a cost of \$65.75 per 800 bags.

Kevin will let board know how many bags we have on hand for Willowbrook, and with an approximation of how many bags are used in Willowbrook

VII. Old Business

A. Dumpsters/Trash Removal

The trash removal contract with Timberline was renewed.

A follow-up letter was sent to homeowners regarding the motion made at the 2008 annual meeting which stated the Board was to investigate replacement of the dumpster enclosures versus repairs of the existing dumpster enclosures; the letter stated that, at this time, replacement nor removal of the enclosures would occur; instead, necessary repairs to the enclosures would be made. Three dumpster enclosures are in need of repair: Woodchuck, W. Coyote middle and Fox Court. There was a motion that Summit Resort Group employees will do the repairs to these 3 enclosures. Jim Anderson made the motion and David Hula seconded and the motion passed. It is expected to take no more than 3 hours to repair enclosures.

The Bighorn dumpster needs to sit inside enclosure more securely. The Bighorn Dumpster will be studied in more depth in discussion with Timberline and the Town regarding parking lot striping.

B. Willowbrook Rules and Regulation Violations

One of the Willowbrook Rules and Regulations routinely violated is parking on unimproved surfaces. The Association and Management will work to enforce this rule. Bonnie will draft a warning letter to those owners in violation.

C. Town of Silverthorne Parking/ Restriping

Chad Guinn has been in contact with Bill Linfield of the Town of Silverthorne regarding the plan for the Town to restripe the parking spaces and possible layout changes. Bonnie will email Bill Linfield asking for the Town's plan and layout for parking; a drawing will be requested. The Willowbrook Board will review the plan prior to it being implemented.

D. Mailer / Letter to owners

The Board and Management will construct a mailer to be sent to all Willowbrook owners. The letter will be sent via email to all owners that have turned in a working email address and the letter will be sent via regular mail to those owners of which we do not have an email address. The mailer to include the following:

- Cover letter re reminder of house rules, prepare for Spring/ Summer
- House Rules
- Solicitation asking for owners to volunteer to maintain a flower bed
- Reminder that exterior changes must be approved by Architectural Review Committee
- Silverthorne Association Garage Sale Day flyer
- Reminder to owners that they must call Timberline Disposal for removal of large items (do not throw in dumpster or set beside dumpster)

The Board asked SRG to create an e-mail list of all homeowners for which we have that information for future mailings. SRG will receive compensation from Willowbrook for creating this e-mail file.

E. Unit exterior Maintenance and uniformity of appearance

The issue of deferred maintenance on unit exteriors including upkeep of siding, roofs and yards was discussed. Owners are encouraged to keep up with maintenance to protect

property values and avoid more costly future repairs. The Willowbrook House rules state that Owners are responsible for proper upkeep of their units. The Willowbrook Board will assist Owners by completing a drive through of the neighborhood noting homes that are in need of painting, staining, or cleanup. Each board member will report their findings to Kevin who will compile the results and report to the board. A letter will be sent to those owners that have maintenance needs.

F. Howard Hallman request

Howard Hallman was sent a letter stating that the County Assessor reports that the lots he owns are recognized as two lots; therefore, the Willowbrook Association recognizes the lots as two. Howard did not respond to the letter.

VIII. New Business

A. Necessary Dumpster Repairs are addressed above.

B. 2009 Landscape plans:

- o Chad Guinn will talk to Greg Gentry about weeding and noxious weed removal/ spraying
- o Chad Guinn will volunteer to maintain flower beds on Willowbrook Road.
- o Town of Silverthorne will be asked to take over the island at the entrance.
- o Adopt-a-flower-bed program was discussed.
- o Kevin will follow up with Chad if he has not heard from him in next few weeks regarding discussion with Greg.
- o The Town of Silverthorne will be asked to enforce the noxious weed removal rule for individual owner properties.

C. Xcel Energy Plant-no stance will be taken by the board regarding this. Board will encourage homeowners to voice their opinion to the town regarding the plant. Site expected to be chosen by April.

D. Garage Sale: Kevin will call Bill, from South 40 HOA, regarding Willowbrook participation of garage sale. Will advertise in mailer and on website a date that is chosen for a Silverthorne wide garage sale day.

E. Cost of merging Governing documents was discussed. Kevin to obtain 2 prices for this merging. This price should include explanation of the process of adopting policies. Five filings and documents are currently in place.

F. Bonnie will send a thank you letter to the Town Council regarding snow removal; the letter will also include a thank you to the Police Dept for their support with parking violations.

II. Next Meeting Date

The next Board of Directors meeting will be held on Tuesday, May 26, 2009 at 6:30 pm in the SRG office.

IX. Adjournment

At 8:05, Jim Anderson moved to adjourn; David Hula seconded and the motion passed.

X Jim Anderson 26 MAY 09