

# WILLOWBROOK HOMEOWNERS ASSOCIATION

## Board of Directors Meeting

September 22, 2009

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

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

\* \* \* \* \*

- I. **Call to Order**-Bonnie Brown called the meeting to order at 6:30 pm.
- II. **Owners' Forum** – It was noted that the meeting notice and agenda were posted on the website. No homeowners, besides the board of directors, were present.
- III. **Approve Minutes from previous Board Meetings**– Minutes from the July 28, 2009 Board meeting were reviewed; Jim Anderson moved to approve, David Hula seconded and the motion passed.
- IV. **Financial Review**  
Kevin Lovett of SRG reported on year to date financials as follows:  
Financial Report as of August 31, 2009 close  
August 31, 2009 close financials report that we have:
  - \$16,236.08 in the West Start 2 Yr Reserve fund – SRG will shop for best rate for new CD when current one expires on October 3, 2009.
  - \$47,835.67 in the Checking Acct
  - \$33,345.73 in the Reserve Fund
  - \$6,908.40 in the Mail Box fund  
August 31, 2009 Profit and Loss statement reports \$56,636.71 of actual expenditures vs. \$64,874.64 of budgeted expenditures (\$8,237.93 under budget YTD)  
Main areas of underage are trash and snow removal. Kevin will report details of account 675 including invoicing from Greg Gentry for weed spraying to the board.  
  
A/ R report – attached  
The accounts receivable report was presented. The updated report states that 2 units have liens placed on them and 1 unit is in foreclosure with Willowbrook planning to collect on sale dates.  
  
2010 Budget  
The Board of Directors reviewed the 2010 budget and approved a 4.7% dues increase (\$15 per unit) for 2010. SRG will make discussed changes to line items in the budget to email to the Board.
- VI. **Managing Agents Report**  
Kevin Lovett gave the following report:  
Completed items
  - ☐ Mailbox agreement

Report item

TOS paving and striping update – Notices were posted on front doors along Big Horn regarding the re-striping of the Big Horn lot. Out of 18 units notified, 7 responded with 6 strongly opposed to adding the parking spaces. Mike Schneider made a motion not to add spaces to Big Horn lot. Bob Brocko seconded and the motion passed. A notice will be placed on homeowner doors letting them know that the Town of Silverthorne will be re-striping Big Horn lot this fall with no changes to current parking. In addition, the Board agreed to not install any curbing in this area.

Marmot Lot-Town of Silverthorne will not strip this lot until next spring. Notices will be posted on neighboring homes regarding this project early next year in efforts to obtain feedback. The Board agreed that the number of parking spots will not be increased as the proposed spots by the dumpster enclosure will not be added.

**VII. Old Business**

**A. Rule Violations Update**

Deb presented a list of the status of rule violations. All but one item on the spreadsheet have been resolved to date. The outstanding homeowner with the violation has been called twice, faxed once and a certified letter will be sent September 23, 2009. Bonnie will approve letter.

**D. Landscape Plans**

Discussed current landscaping and landscaping maintenance. Priority is entrance. Chad will prepare a design for the entrance median. Bonnie will draft a landscaping plan to present to the homeowners at the HOA meeting. Bob made a motion to place a downcast light on the Willowbrook sign instead of the current one that shines from the ground. Mike seconded the motion, all were in favor and the motion carried. Chad will look into getting the irrigation in the entry median up and running next spring.

Board has hired SRG employees to clean up open spaces in Willowbrook. Jim and Chad will get with Kevin with details of what needs to be done.

**VIII. New Business**

**A. Annual meeting Notification, Planning**

The 2009 Annual Meeting notification mailer was discussed. SRG will complete revisions and email to the Board. The official notice will be sent October 7, 2009. The annual meeting agenda was discussed and presentation assignments given. SRG will construct the annual meeting packet and email to the Board for review prior to the annual meeting. Bob Brocko and Mike Schneider are up for reelection and both are willing to re run.


**B. Property Management Agreement**-Bob Brocko made a motion to sign a one year contract with SRG with a 3% increase in management fees. Jim Anderson seconded and with all in favor, the motion carried.

**IX. Next Meeting Date**

The next Board of Directors meeting will be held on Saturday November 7, 2009 after the Annual Owner meeting.

**IX. Adjournment**

At 9:15, a motion was made to adjourn; the motion was seconded and the motion passed.

X  4/26/10 5