

WILLOWBROOK HOMEOWNERS ASSOCIATION
Board of Directors Meeting
September 26, 2017

Board members present were Jim Anderson, Rob Kingsbury, Mike Molloy, Jay Jardim and Tim Richards. Representing Summit Resort Group were Kevin Lovett and Deb Borel. A quorum was present.

Willowbrook Meadows attorneys, Felice Huntley and Leslee Balten, were also in attendance.

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I. Call to Order – The meeting was called to order at 6:30 p.m.

II. Owners' Forum – It was noted that the meeting notice was posted on the website. Owners, Melissa Firestone, 380 West Coyote, and Jennifer Simon, 210 East Fox Court, were present. Jennifer introduced herself and told the board that her family has a regulation size fire pit in their back yard. She stated that she and her firefighter husband are being sued by a neighbor for loss of time at their home and health issues from the campfires. She would like to know what the HOA position is regarding campfires. Several law enforcement officers have been to her home and have stated that the campfire is within the legal guidelines. The fire pit is on her property. The pit is surrounded by rocks. Felice explained that this topic would be discussed in Executive Session. Melissa asked why an attorney had been hired to discuss this. Felice explained that since the Willowbrook HOA was threatened with legal action, she was retained to represent the HOA. Melissa also asked if all owners should be made aware of issues that come up with the HOA. Melissa asked if the Annual meeting could be held at a different time of the year. She would prefer it be held in the springtime. Deb explained that the Annual meeting had been held in November for many years, and that it needed to be later in the year so that the budget could be approved. Melissa feels that the owners who live in the subdivision full time should have more of a vote than part time owners or those owners who rent their homes.

III. Executive Session

Executive session began at 6:58 pm

For the purpose of consulting with legal counsel concerning legal matters with owners, and other matters that are privileged or confidential between the Board and its attorney Executive session adjourned at 8:10

IV. Approve Minutes from previous Board Meeting – The Board reviewed the minutes from the July 25, 2017 Board meeting. **Jim moved to approve the minutes as presented. Rob seconded and the motion carried.**

Mike made a motion to amend the agenda to discuss Old Business after approval of minutes. Rob seconded and the motion carried.

V. Old Business

A. Campfires – Melissa Firestone and Jennifer Simon returned to discuss the issue of campfires with the board. Jim reiterated to the board and others present that this

topic is on the agenda because of an owner request for the HOA to adopt regulations regarding campfires, with the threat of legal action if it was not discussed. Mike stated that other owners in Willowbrook have campfires, so it is common practice, and there have been no other complaints. It was also mentioned that there are local government regulations in place regarding campfires. Rob commented that some homes have wood burning fireplaces, and asked where to draw the line on what is, and is not, allowed. He also stated that banning campfires would be difficult for the HOA to enforce. It was noted that more owners are in support of campfires than objecting to them. After discussion, **Mike made a motion not to adopt any regulations regarding campfires, but defer to the town of Silverthorne for regulation and enforcement. Rob seconded and the motion carried.**

- B. Outside Storage – There was no discussion regarding outside storage.
- C. Trees in Common Areas – There was no discussion regarding trees in common areas.
- D. Open Space – A comment was received by SRG concerning improvements to the open space by a Willowbrook Homeowner. The Board agreed that as long as the improvement does not require the HOA maintain it, the board is okay with it. A large map will be available for owners at the annual meeting, as well as a small map.

VI. Financial Review

- A. Deb reviewed the August 31, 2017 close financials as follows:
 - August 2017 close financials report that Willowbrook has \$47,029.59 in Operating and \$83,374.58 in Reserves. In the Alpine Mailbox account, there is \$7,930.51.
 - The P & L reports that as of August 2017 close, the association was \$8,460.73 under budget in Operating expenses.
 - Areas of significant variance include:
 - 015 – Professional Services - \$1,115.00 under budget
 - 666 – Snow Removal - \$4,050.50 under budget
 - 678 – Dumpster Enclosure Maintenance - \$3,256.00 under budget

A/R – the Board reviewed the accounts receivable. Owners who have not paid will be contacted.

The board approved the financials as presented.

VII. Managing Agents Report – SRG reported on the following:

- Complete Items
 - Relayed to owner requesting tree removal of the boards decision
 - Set up CD with Citywide Bank (previously Centennial Bank)
 - Mailbox building deck has been replaced
 - Timberline Disposal has placed steel doors on some of the dumpsters that did not have them. The additional ones will be placed soon.
- Pending Item
 - Bid from Gentry for common area tree spraying

VIII. Board Actions via Email

Mike made a motion to approve the following actions that took place via email since the last board meeting:

- 8/1/17 – CD Approval
- 8/10/17 – Mailbox deck replacement bid approved from Waite Enterprises

Tim seconded and the motion carried.

IX. New Business

A. Annual Meeting

i. November 4, 2017

ii. 9:00 am

iii. Silverthorne Town Hall

iv. Notice will be sent October 4, 2017

B. Insurance Renewal – **Tim made a motion to approve the renewal from Arrow Insurance, and pay in full to receive the discount. Jim seconded and the motion carried.**

X. Next Meeting Date

The next Board meeting is scheduled for Saturday, November 4, 2017 following the annual meeting.

XI. Adjournment

With no further business, at 8:50 pm, Tim made a motion to adjourn. Jim seconded and the motion carried.

Board Signature

Date