

**WILLOWBROOK HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting**  
**September 27, 2011**

Board members present were Julie Fowles, Jim Anderson, Kathi Smith, Mike Schneider and Bonnie Brown  
Representing Summit Resort Group was Kevin Lovett, Deb Borel and Peter Schutz. A quorum was present.

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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 and agenda were posted on the website.
- III. Approve Minutes from previous Board Meetings**– Minutes from the July 26, 2011 Board meeting were reviewed. Jim Anderson moved to approve. Bonnie Brown seconded and the motion passed.

**IV. Financial Review**

Kevin Lovett reviewed August 2011 financials as follows:

Financial Report as of August 2011 Close

June 2011 close financials report that we have:

\$18,856.39 in the Alpine Bank 2 Yr Reserve fund  
\$40,346.69 in the Checking Acct  
\$24,790.05 in the Reserve Fund  
\$9,709.65n the Mail Box fund

August 2011 Profit and Loss statement reports \$66,064.96 of actual expenditures vs. \$74,445.92 of budgeted expenditures (\$8,348.96 under budget YTD)

Main areas of overage/ underage are:

665 Trash removal \$3,506 under  
666 Snow Removal \$500 over  
675 Grounds \$4,141 under (when combined with 677-Landscape Maintenance)

A/ R report -

Late fees assessed on all owners past due

472 Bighorn-\$1,369.54-already foreclosed; bank owned, not Deshaies.  
1649 Badger- \$1,323.54-bank working on short sale; title company aware of balance due and plan to collect at closing.

2012 Budget

Overall, \$15 (4.3%) increase to dues

Areas of change between 2011-2012 include:

- Revenues
  - 601-Dues-increase \$15 per unit, 4.3%
  - 521-Interest Income-decrease \$91 annual

- Expenses
  - 611-Management Fees-increase \$900 annual
  - 621-Insurance- increase \$83 annual
  - 665-Trash Removal-increase-\$2,209 annual
  - 666-Snow Removal-increase-\$1,000 annual

SRG will revise budget to reflect an increase in snow removal and a decrease in trash removal to reflect the planned pick up schedule. Bonnie made a motion to approve the 2012 budget as presented with aforementioned change. Jim seconded and the motion carried.

**VI. Managing Agents Report-** SRG reported on the following:

**Manager's report**

- Neils Lunceford/Landscaping-open space mowing; it was noted that the wild area mowing map will need to be revised for 2012 to reflect more areas desired to be mowed.
- East Coyote dumpster latch investigated and has been taken care of
- Trash pick up is at 1 time a week
- Mailbox area and back entrance area trimmed
- Owner upkeep reminder sent-letters will be sent again in April with a deadline of June 15, 2012, weather permitting. Also, SRG will ask owner of 255 East Coyote to submit a request for painting of home. SRG will follow up with the owner of 257 East Coyote regarding his concerns.

**VII. Old Business**

Rule Violation update - the house rules violation sheet was reviewed. Violations that have not been resolved will be sent a letter on Monday, October 3, 2011.

**VIII. New Business**

**Dumpster Enclosures/Repave**

- Fox Court-permits pulled; SBS working with Columbine Hills (as they are repaving)
- Badger Court-Columbine Hills will be doing repave.
  - Notices mailed and posted on front doors informing owners of the project
  - Owners put in touch with Columbine Hills that want to page their personal driveways while they are there
  - Work to take place October 1-31
  - Discussed homeowner idea to turn dumpster for face north. Talked to Timberline and it will actually make it easier for them to pick up the trash with it oriented that way. Homeowner would also like to have landscaping around the enclosure. Mike made a motion to approve the rotate of the dumpster, but not to have the landscaping. The concrete/asphalt will surround enclosure and in the summer potted plants may be placed by homeowners, if desired. Jim seconded and the motion carried. SRG will follow up with homeowner that requested the repositioning of enclosure.
- Annual Meeting
  - Reviewed the annual meeting notice.
  - House Rules will be included in the mailing.

- One board vacancy up for election at meeting.
  - Kathi Smith will move from alternate to regular member, if desired
  - Markus Winter will be asked if he would like to step down since his work schedule interferes with BOD meetings. If this occurs, there will be two open alternate positions.
- Management Agreement
  - Jim made a motion to approve the property management agreement renewal as presented by Summit Resort Group. Mike seconded and the motion carried
  - Peter thanked the BOD for the opportunity to continue to work for them.
- SRG will sweep around dumpsters

**II. Next Meeting Date**

The next meeting will be the Annual Owner Meeting scheduled for Saturday November 5, 2011.

**IX. Adjournment**

With no further business, at 8:30 pm Jim made a motion to adjourn. Mike seconded and the motion carried.

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Board Signature

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Date