

**CARBONDALE SOUTH CONDOMINIUM ASSOCIATION  
ANNUAL MEETING  
February 24, 2010**

**I. CALL TO ORDER**

Gary Dutelle, Board President, called the meeting to order at 6:35 pm. The meeting was held at The Comfort Inn 920 Cowen Drive, Carbondale. Karen Meyer assumed the role of the Recording Secretary to prepare a record of the proceedings.

**II. ROLL CALL AND ESTABLISHMENT OF QUORUM**

The following members were present or were represented by Proxy:

Roll Call:

Unit 86B4	Shala Savaiano	Present
Unit 86C2	Gary Dutelle	Present
Unit 86C3	Les Gray	Present
Unit 89A4	Mary Cervantes	Present
Unit 90C2	Faith Magill	Present
Unit 82C1	Todd Nickoley	Present
Unit 85C1	BJ Sbarra	Present
Unit 90A2	Emily Jurick	Present
Unit 86B2	Pauline Trujillo	Present
Unit 86B3	Marcia Cerise	Represented by Toni Cerise by Proxy
Unit 89C2	Clifford Cerise	Represented by Toni Cerise by Proxy
Unit 90A4	Silvia Zelaya	Present
Unit 82B3	Fernando Fuentes	Present
Unit 90C1	Taylor Liebmann	Present
Unit 93C3	Taylor Liebmann	Present
Unit 89C3	River Morgan	Represented by Emily Jurick by Proxy
Unit 86A3	Valerie Gilliam	Represented by Les Gray by Proxy
Unit 90A1	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 90B1	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 90B4	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 90C4	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 93B3	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 93B4	Hal Clark	Represented by Karen Meyer/SMP by Proxy
Unit 90B2	Rick Cunningham	Represented by Karen Meyer/SMP by Proxy
Unit 82C4	Vincent Galluccio	Represented by Proxy
Unit 85B2	Mary Wager	Represented by Les Gray by Proxy

Total Percentage in Attendance: 18%

Percentage of Proxies Assigned: .18%

Total Represented: 36%

Quorum being 30%, it was determined that quorum was established.

Other attendees included Chris Hall, Jay Denton, Kevin Denton, Danielle Boyle, Suzy Boyle and Karen Meyer from Silver Mountain Properties.

Board of Directors at meeting included:

Gary Dutelle	President
Les Gray	Treasurer
BJ Sbarra	Secretary in-common

### **III. REVIEWING OF 2008 & 2009 MINUTES**

Gary motioned to approve the 2008 & 2009 Annual minutes. The motion was seconded by Les Gray. There was no further discussion, no opposition and the minutes were approved.

### **IV. 2010 PROPOSED BUDGET**

Les Gray, Treasurer noted that the Actual Deficit & the Interest had been revised on the 2010 Budget versus what had been mailed out to owners. He also noted that as of April 1, 2010 dues would increase \$10/month, as well as a mention that the Maintenance & Repairs budget increased \$5000.

At this time the Budget was on the floor for discussion.

1. Fernando Fuentes inquired about why dues have increased steadily since 2006. Gary spoke to this and stated that in the past repairs weren't necessarily kept up. He also noted that Carbondale South Condominium Association remains one of the cheapest HOAs in the area. Taylor Liebmann mentioned he believes a 4% increase is reasonable.
2. Emily Jurick questioned why the line item "Debt Reduction" didn't match. Les responded to this with the fact that there was an increase in the Debt Reduction and an increase in the expected maintenance.
3. Mary Cervantes wanted to know more about SMP's fee structure. Chris Hall from SMP responded to the structure of charging a set fee for Property Management, and then a set amount for Snow Removal and Lawn Services.
4. Mary asked about money for projects such as re-carpeting building common areas. Gary responded to this that at this time there is no money for those items do to the water breaks of frozen pipes in water heater closets. Mary responded that her heater doesn't keep her pipes from freezing, and that her neighbor's heater runs constantly, and there's a concern since the owners/tenants are paying this electric bill. The BOD agrees to look at the heaters and Kevin agrees to look as well. Emily Jurick commended the heaters as they will surely save the HOA money in the long run by preventing a \$5000 deductible charge every time there are frozen pipes that burst.
5. Gary asked if there were any other budget questions. At this time Chris spoke to the importance of having the reserve fund. Gary then asked for a motion to approve the 2010 Budget. Taylor made a motion and Emily seconded that motion; everyone agreed, there were no oppositions.

### **V. PRESIDENT'S REPORT**

Gary thanked SMP for taking over the management this past year. Faith Magill said she was happy with the response time for issues and said the place looked great. Taylor Liebmann agreed. Gary thanked the Board Members for sacrificing their time.

Gary then reported on the extra emphasis that has been given to the parking lot and parking permits. He let it be known that the first priority is the owners. He then noted that we might move to a new system in the summer. Todd Nickoley inquired about towing fees being charged to the HOA when cars were towed. Kevin from SMP responded on the new towing company, Mat Dog Towing's policy of charging only the owners for retrieving their cars.

## VI. GENERAL DISCUSSION

1. Parking was brought up and there was a discussion of offering a 3<sup>rd</sup> parking spot to 3 Bedroom units.
2. Rules and Regulations: Taylor Liebmann, regarding Rule #6, wanted clarification that only charcoal grilling was prohibited. This was confirmed. He then inquired if the Rules & Regulations needed to be approved. Gary spoke to this by stating that in the Declarations it states the Association can change the rules at any time, and the Bylaws state the that Association can refer to the Board of Directors. At this time Gary opened the floor to change the Rules & Regulations. Mary Cervantes spoke to being concerned that renters do not know the Rules & Regulations. To this Taylor responded that the units not complying should be fined. Mary then voiced her concern over the safety involved in people putting out cigarette butts on the carpet in her building, and expressed her dismay that the carpet was ruined. Gary then explained the benefits of making the complex "smoke free." This would prohibit smoking on the premises, with the exception of in individual units and on balconies.
3. Shayla Savaiano brought up the issue of dog poop. Gary and SMP let her know to call the office whenever there is a problem and letters will be sent to those in violation.
4. Taylor Liebmann brought up the concern of bugs in the units and that devaluing the property. SMP spoke to the possibility of an exterminator coming to spray common areas and on a "per unit" basis, at a reduced fee, if certain owners felt that was necessary. Taylor agreed that he would like to have that researched, and Kevin agreed to look into bids.
5. Reverting back to the conversation on banning smoking, Pauline Trujillo wanted to know how the owners/tenants would be fined. Taylor Liebmann suggested that the revisions on the smoking policy be added to the Rules and Regs. There was also a mention of increasing the fine for smoking violations to \$250 per incident. A motion was made by Mary Cervantes to enact this new ban on smoking, with a 6 month grace period. The motion was seconded by Shayla Savaiano. 10 agreed with the motion and 2 opposed. It was agreed that this matter would be implemented at the next Board Meeting.
6. Fernando Fuentes brought up the topic of excessive noise. SMP spoke to the process of calling the office, at which point a warning letter would be sent out to the offenders. It was noted that everything must be documented. Gary also explained the owner's rights to call law enforcement to enforce their Civil Rights if they feel they are being violated.
7. Mary Cervantes voiced her concern about the High School traffic through the parking lot. Gary suggested saw horses, Emily Jurick suggested getting law enforcement to patrol at heavy traffic times. SMP suggested signage in concrete posts. Mary also spoke to visitor parking being looked at since right now there seems to not be any street parking available.

8. Emily Jurick spoke to the carpet being replaced in Building 1. Jay from SMP addressed this and said that new materials for flooring were being sought after. Chris from SMP then mentioned how this could be included into part of the reserve study.
9. At this time Gary clarified that the Furnaces and Water Heaters are a “common element” and therefore owned and maintained by the HOA.
10. Taylor Leibmann, citing the reserve study, asked if the Roofing Project could be moved up to an earlier year for replacement. Umbrella roofing had quoted to SMP that the roofs have another 10-12 years. Kevin from SMP assured everyone that Heat Tape and the gutters would be the first priority.

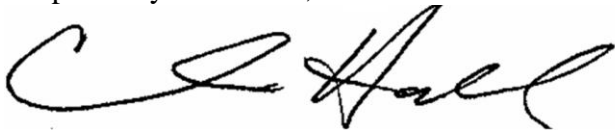
**VII. ELECTION OF OFFICERS**

At this time Gary appointed Karen from SMP to oversee the Board Member nominations. There was 1-3 year term, 1- 2 year term and 1- 1year term up for nomination. Taylor Liebmann nominated to elect the same board members. Chris Hall seconded the motion; all agreed and there was no opposition; the motion carried. Taylor then made a motion that Gary Dutelle be the 3 year term, BJ Sbarra be the 2 year term, and Les Gray be the 1 year term; all approved, there was no opposition.

**VIII. ADJOURNMENT**

There being no further business, Gary made a motion to adjourn. The motion was seconded by Taylor Leibmann. The meeting was adjourned at 8:10 p.m

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Chris Hall". The signature is fluid and cursive, with the first name "Chris" written in a larger, more prominent script than the last name "Hall".

Chris Hall  
Association Manager