

**1101 CONDOMINIUM ASSOCIATION**  
**ANNUAL MEETING**  
May,22 2012

**I. CALL TO ORDER**

Frosty Merriott called the meeting to order at 2:05 pm. Meeting held at 1101 Village Rd, Carbondale. Mike Brinson assumed the role of the Secretary to prepare a record of the proceedings.

**I. MEMBERS PRESENT**

The following members were present or represented by Proxy:

Frosty Merriott (LL1A, LL2A)

Diana Quinn- Sopris Blue Printing (UL1D)

Norma Barr (UL1A, UL2A, UL2B, UL2D, UL3A, UL3B, UL3D, UL5D, UL6D)

Debbie Patrick (UL4B, UL5B, UL6B, UL7B)

Thomas Tomaskovic (LL1D)

Anna Bernstein(UL4D)

Other attendees included Mike Brinson, Peigi Droysen and Alan Short of Silver Mountain Properties.

Board of Directors at meeting included:

|                 |           |
|-----------------|-----------|
| Frosty Merriott | President |
| Debbie Patrick  |           |

**II. APPROVAL OF 2011 MINUTES**

- a. Debbie moved to approve the 2011 Annual Meeting minutes. Frosty seconded. All approved and the motion passed.

**III. 2012 BUDGET**

- a. Debbie requested the budget report sheet have the current actual expenditure totals by each line item. Debbie stated how important it is to keep the expenditures in check and within the budget. Tom recommended seeing actuals from several years past as well. SMP will provide those numbers after the end of the month or the beginning of June.

**IV. OLD BUSINESS**

- a. Roof insulation and venting project costs was discussed. Mike reiterated there was \$10,000 in rebates received from CLEER and Source Gas in 2012. The insulation costs by Insuvail were billed in 2011 at \$12,800. The venting project has been completed by Umbrella roofing and the total roof project leaves the HOA with \$9200 "out of pocket" expense. Frosty stated there is \$4000 in the reserve study for roofing that can also be applied toward costs. Repairs and Maintenance budget will be examined as well.
- b. Signage
  - i. It was confirmed the signage on the boulder is no longer to be pursued. Mike explained 6" high flat black, cast metal numbers, 1101, can be added to the building on the left side of the entrance on Village Road. Norma motioned to have the numbers installed. All approved and the motion past. Debbie would like it done by July 1<sup>st</sup>.

c. Fence

- i. All agree the fencing on the north side of the parking lot is in need of replacement. Mike has updated bids from the same companies that bid this project last year. Debbie likes Sopris Fencing because they are a local business. Frosty wants to revisit sharing the costs with Aspen Tree Service, the neighboring property that would be approximately \$2127.50 each. There is \$2500 budgeted for signage. Frosty motions to add a line item as signage/fencing and move forward with fencing if the neighbors will share cost. Tom seconded and all approved. Mike will contact Aspen Tree Service to see if they are willing to share costs.

**V. NEW BUSINESS**

a. Parking lot

- i. Mike presented cost estimates for power washing, filling cracks, resealing and restriping. Frosty thinks the HOA should move forward with parking lot maintenance because this item is in the reserve at \$4000. Debbie wants to repair and secure the concrete parking stops. Frosty suggests installing location markers for winter time to avoid damage by snow plowing. Frosty motions to follow the reserve study and do the power washing, crack filling and resealing and striping. Silver Mountain Properties to do the striping for \$460 and the remainder of the work to be performed by R&J for \$4336.70. Norma seconded. The motion passed with Tom opposed. He doesn't feel it is necessary now. Alan explained the necessity of the work based on the reserve study.

b. Deck Staining

- i. Alan explained the condition of the decking. \$1000 was budgeted in Repairs and Maintenance towards the deck staining project. Bids have been updated from last year and are presented. Not all bids contain repair work. Rocky Mnt. Paintworks \$4053.75, IPS \$5669.50, including repairs and replacement of decking boards, and Mid Valley Painting \$2,200. All agree repairs are necessary for safety. Diana would like Mid Valley to include repair work in their bid. Debbie would like to have rebids by June 15<sup>th</sup> and sent to owners for approval.
- ii. Alan states the board walk work is more important than parking lot if there are budget concerns. Debbie asks if they can revisit the motion for the parking lot work. Frosty reiterates the parking lot maintenance should move forward per the reserve study and the deck repair should be completed as well. Norma asks if the HVAC reserve money can be used for parking lot or deck costs. Debbie explained those funds are set aside for future maintenance with HVAC system.

c. Landscaping

- i. Frosty explains the landscaping reserve fund of \$1000 is included in the landscaping budget. Debbie would like to know how many times snowplowing was performed this winter and explain snow removal costs. Mike pointed out costs on P&L sheet and the forecasted expense through the end of the year. Frosty would like to investigate if any landscaping money can go to the deck and parking lot projects. Debbie is concerned about the quality of work being performed by the mowing and weeding crew. Alan explained he has been working on improving the weeding detail.

- d. Cleaning
  - i. Debbie has received a lot of complaints about the women's bathroom not being cleaned properly, the lack of toilet paper and hand towels. Mike will investigate, resolve the issue and if necessary hire a new cleaning crew. Debbie also mentioned the abundance of spider webs on the exterior of the building. Norma also expressed concern about the appearance of the property, including an exposed storage area under the stair well. Mike pointed out the cleaning budget was cut back last year to the cleaning of the two bathrooms. He agreed it is necessary to clean the spider webs and SMP can take care of that service. Alan stated the storage area under the stair well had existed for quite some time and he can relocate those items to a storage closet.
- e. Sewer Clean out  
It was agreed that seasonal sewer maintenance is not necessary and will only be performed when needed.

**VI. Security**

- a. Mike stated two mechanical closet doors were repaired by SMP after vandalism. Debbie mentioned there are two secured gates in the courtyard that have not been used in years. Diana stated that she has observed, what appeared to be, homeless people walking through the property. Norma mentioned that the small refrigerator in the conference room is missing.

**VII. ADJOURNMENT**

- a. There being no further business, Frosty made a motion to adjourn the meeting. Tom stated future meeting should be scheduled later in the day to accommodate owner's work day. Norma, Debbie, Tom and Diana agree to begin the next meeting at 4pm on Monday, October 22<sup>nd</sup>. Debbie suggested a summary of decisions from meeting minutes be sent out to all owners.
- b. The meeting was adjourned at 3:40 pm.

Respectfully Submitted,

Mike Brinson  
Association Manager