

BRITTANY PLACE OF BRECKENRIDGE ASSOCIATION  
ANNUAL HOMEOWNER MEETING  
NOVEMBER 7, 2009

I. Call to Order and Roll Call

The meeting was called to order by Jonathan Heroux at 1:00 p.m. on Saturday, November 7, 2009 in the Basic Property Management office.

Board Members Present Were:

Jonathan Heroux, President (via teleconference)  
Jan Carrier, Vice President

Owners Present Were:

Craig Winterhoff, proxy for Patricia Moye  
Brad Blacketer  
Sharon Kassaroff (via teleconference)

With five units represented in person and three proxies received a quorum was reached.

Representing Basic Property Management were Gary Nicholds and Candy Ramage. Erika Krainz of Summit Management Resources transcribed the minutes from tape.

II. Proof of Notice

Notice of the meeting was sent October 23, 2009.

III. Approve Previous Meeting Minutes

Jan Carrier made a motion to approve the minutes of the November 8, 2008 Annual Meeting as presented. Jon Heroux seconded and the motion carried.

IV. Financial Report

Candy Ramage noted that Landscaping and Water were over budget. Gary Nicholds said he spoke with the irrigation contractor. There was a broken water line under the sidewalk that was not caught immediately. In addition, the mowing contractor ran over a sprinkler head which resulted in a leak that was not seen because the line was on a timer that came on early in the morning and late at night. There was also some extra water usage to address brown spots in the lawn. Jonathan Heroux commented that he was frustrated by this issue because he had mentioned that he thought the sprinkler heads were too high at last year's meeting and was told that broken heads were only a couple of dollars to fix. Gary Nicholds did not remember exactly what was said last year but stated for the record that this would not be an issue next year.

Candy reviewed the changes to the 2010 Budget as compared to the 2009 Budget:

1. Tax and Audit – removed this line item as she will prepare the tax return in the future at no charge to the Association.
2. Insurance – reduced from \$1,700 to \$1,000 based on actual owner reimbursements for their policies.
3. Landscaping and Grounds – Gary Nicholds said he planned to switch contractors to Greenscapes because he is less expensive.
4. Legal Fees – budgeted the same amount (\$500) as last year.
5. Management Fee – flat for next year.
6. Snow Removal – increased from \$4,000 to \$6,000 based on past actuals. Gary Nicholds was asked to add the name and contact information for the snowplow contractor to these minutes so owners can contact him.

Colorado Mountain Maintenance

Charles Johnson: 970-485-5999

Management was asked to try to keep the snow away from the side of the buildings as it is damaging the siding.

7. Water – increased from \$1,500 to \$2,600 based on 2009 actuals as it is difficult to tell how much of 2009 Water expense was related to leaks mentioned earlier.

Any year-end surplus is usually transferred to the Reserve Fund. This year's projected deficit will be taken from retained earnings.

Sharon Kassinoff said there was only one sign indicating reserved parking by her unit. She asked if some of the signs being stored in the dumpster shed could be moved out into the parking lot. She also commented that there was a lot of garbage behind the barn.

Jan Carrier made a motion to approve the 2010 Budget with a dues increase as discussed (approximately \$100/home/year, \$35/condominium/year and \$10/garage/year).

Jonathan Heroux seconded and the motion carried.

## V. Old Business

### A. *Dumpster Shed*

The door of the dumpster shed has been repaired but Jan Carrier noted it was not locked most of the time. She thought it was supposed to be locked. Gary Nicholds said the trash contractor did not get out of the truck to lock it after emptying the dumpster, and noted there had not been any problems recently with unauthorized dumping.

## VI. New Business

### A. *Landscaping Project*

The total cost for the landscaping project will be about \$4,000. Gary Nicholds said the irrigation system was installed, trees planted and mulch spread. The lines

will need to be flushed and about 18 perennials planted next May. There was one more irrigation line run by the Fire Department property that has been capped off temporarily. Gary did not know how much of the cost the Fire Department would be paying. Gary will contact the Fire Chief about this issue.

*B. Rules for Rental Homes*

Sharon Kassinoff said one of the homes was rented over July 4<sup>th</sup> weekend. There were over 100 people having a barbecue on the lawn until late at night and they were using illegal fireworks. Another owner said he had called the property owner and police when this occurred. The property owner was very apologetic and called his rental management company. The property owner said he would not rent the property next July 4<sup>th</sup>.

*C. Owner List*

Management will send out a form to all owners requesting permission to publish their contact information to the other owners.

VII. Election of Officers

Jonathan Heroux and Jan Carrier agreed to run again. A motion was made to elect the two candidates by acclamation. The motion was seconded and carried.

Jonathan Heroux will serve as President and Jan Carrier will serve as Vice President for another year.

VIII. Set Next Meeting Date

The next Annual Meeting was scheduled for November 6, 2010 at 1:00 p.m.

IX. Adjournment

Jonathan Heroux made a motion to adjourn at 1:45 p.m. Craig Winterhoff seconded and the motion carried.

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_