

**Teton Pines Garden Homes  
Grand Teton Property Management  
P.O. Box 2282  
Jackson, WY 83001  
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**2011 Annual Members Meeting**

**August 11, 2011**

**9:30AM**

**The offices of Grand Teton Property Management  
610 W. Broadway, Suite 203, Jackson, Wyoming**

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**1. Attendance**

**Dick Appleby**

**Ben Bailey**

**Sheldon Guren**

**Patrick Smith**

**Jay & Beverly Pieper**

**Leslie Gold**

**Susan Brinkley**

**Jane Semon**

**By Proxy:**

**Tom Patrick**

**Others Present:**

**Scott Hawthorne**

**Rachel Block**

**Rob Bacani**

**2. Determination of Quorum**

**With 8 out of 12 units present either in person, by phone or by proxy, it was determined there was a quorum.**

**3. Reading and Approval of the 2010 Annual Members Meeting Minutes**

**The members reviewed the 2010 Annual meeting minutes. Patrick moved to approve the minutes as written. The motion was seconded by Shelly. Vote: All in favor.**

**4. Election of Director**

**Rachel stated that Shelly's term is up for another 3 year term and Dick will be resigning from his position for someone to fill for the rest of his term of 1 year. Patrick has 2 more years remaining in his term. Shelly moved to nominate Ben Bailey to serve**

for the 3 year term and for Leslie to serve the remainder of Dick's term of 1 year. The motion was seconded by Patrick. Vote: all in favor.

**The Board terms are as follows:**

**Ben Bailey – 3 years (election in 2014)**

**Patrick Smith – 2 years remaining (election in 2013)**

**Leslie Gold – 1 year remaining (election in 2012)**

#### **Financial**

**1. Review of Income and Expenses for July 1, 2010 through June 30, 2011**

Dick reviewed the income and expenses with all present pointing out that the Actual income for the year was \$118,614. The expenses were \$119,353. The checking account balance was \$25,480.52 and the money market account balance was \$121,325.64 as of 7/20/11. See attached financials.

**2. Review of the 2011-2012 Proposed Budget**

Dick reviewed the 2011 – 2012 proposed budget with the members present. There is one owner who is delinquent in their dues. GTPM will send a reminder letter requesting that they become current. Patrick moved to approve the proposed budget. The motion was seconded by Ben. Vote: All in favor.

#### **Old Business**

**1. Insurance Review**

Rachel has been working with the insurance company to get new pricing for coverage of the buildings. Rachel will review these quotes with the Board when they are made available to her.

**3. Exterior Staining**

See Long- term planning committee update below.

**4. Lighting**

The members discussed the street lighting at the property stating that many of the lights do not work. They requested that GTPM have an electrical company come out and inspect the lights and give a price to repair.

**5. Ponds**

The members discussed the ponds. There is a small pond at the north end of the property that is rather unattractive. Patrick moved to fill in the pond and plant grass and shrubs. The motion was seconded by Susan. Vote: All in favor.

Patrick moved to also fill in the low area by Tom & Patrick's unit that collects water. The motion was seconded by Ben. Vote: All in favor.

Scott will take care of both of these issues for \$1500.

**6. Retaining walls**

The members discussed the retaining walls and the fact that they are sinking and starting to bulge in some areas. Scott will look into this and give the HOA pricing for having the walls repaired.

**7. Completed Maintenance Projects**

- Sealing of the parking lots

The sealing of the parking lots was completed in the summer of 2011. Ben stated that we will need to fix the issue of the asphalt edging not being even.

- Lightning rod installation

**The lightning rod installation was completed in 2011.**

**New Business**

**1. Other Business**

**- Set date for 2012 Annual Meeting**

**The members requested for the annual meeting to be held on August 9<sup>th</sup>, 2012. Rachel will call and request the Card Room at the Teton Pines Country Club.**

***(UPDATE: Rachel called the Teton Pines to try and book the room for August 9<sup>th</sup>. The Card Room was unavailable for that day. Rachel scheduled the meeting for August 13<sup>th</sup>, 2012 at 9:30am.) Please make note in your calendars the meeting will be held on August 13<sup>th</sup> at 9:30am at the Teton Pines Card Room.***

**- Long-term planning committee update**

**Ben Bailey updated the members present with the work that he has been doing for the property. He stated that he has been closely working with John Carney, Jim Verdone and Jason with Agrostis. Jason did a CAD drawing of his unit and suggested that they paint the trim, fascia, front door and the trim around the garage white. The other area to be painted white is the numbers of each unit's address marker to make the numbers stand out. This was completed on Ben's unit to show the owners how it would improve the units. Ben passed around pictures of his unit. The members agreed that it improved and updated the look of the unit. The members requested that the Board and GTPM work together and get bids for painting the buildings and to paint the trim around the entrance to the entryway and the fascia white. This will need to be funded by a special assessment. The members agreed to move forward with the exterior staining.**

**Ben also stated that he has been working on getting new lights for the entryways and above the garage.**

**Other areas that could use updating are the stone work, ponds, landscaping and signage. There are some units that need to make sure to plant their flower beds. The board will discuss with the flower company to get pricing for doing this.**

**- Responsibility between GTPM and Scott Hawthorne**

**The members requested that there be a breakdown list of the responsibilities of GTPM and Scott Hawthorne so everyone is aware of who does what job for the property. Rachel will get a list to the board for their review.**

**- Energy Audit**

**Patrick stated that he contacted Lower Valley to perform an energy audit on his unit. The recommended that he insulate his floor which cost him \$3200 for Bressler Insulation to complete. Lower Valley then sent him a rebate for completing the work for \$1800. The energy savings will save him in the future. This was suggested for other owners to perform as well.**

**Adjournment**

**With no further discussion, the meeting was adjourned.**

**Respectfully submitted,  
Rachel Block, Grand Teton Property Management**