

**Ponderosa Village Homeowner Association  
Grand Teton Property Management  
P.O Box 2282  
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**2013 Annual Members Meeting Minutes  
January 23, 2013 @ 5:00 p.m.  
@ The Cottonwood Community Center**

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**1. Attendance**

**In person:**

**Grace Hammond & David Fanelli  
Phil & Robin Cameron  
Carlos Elizondo  
Chris DeMarco  
Jim Clouse**

**Others present:**

**Rachel Block                   Grand Teton Property Management  
Tina Korpi                   Grand Teton Property Management**

**By proxy:**

**Kelli Fennessey  
Ike Faust  
Gerold Geisser  
Kimberley Hoffman  
Glenda Harmon  
William Farrow  
Janelle Eng  
Chris Daly  
Francine Carraro  
Karen Anderson  
James Auge – Passline Partners – 2 units  
Brian Lenz  
Mike Edwards – Albertsons – 16 units**

**2. Determination of Quorum**

**With 34 units present either in person or by proxy, it was determined there was a quorum.**

**3. Reading and Approval of the 2012 Annual Members Meeting Minutes**

**Phil moved to approve the minutes as written. The motion was seconded by Chris. Vote: All in favor.**

**4. Review of Financials Year-to-Date**

Tina reviewed the 2012 financials with the members present pointing out that the total operating revenue was \$198,607 and the total operating expenses \$183,184; amounting to a net income of \$15,424. The operating account balance was \$24,987 and the maintenance reserve account balance was \$187,962 as of 1/20/13. See attached financials.

**5. Review of 2013 Proposed Budget**

**a. 10 year plan**

Tina reviewed the 10 year plan with the members present and explained that it is used for a tool for future planning for maintenance projects. Carlos made a motion to approve the maintenance plan that will address insulation, concrete and parking lot sealing in 2013 within a \$35,000 budget. The motion was seconded by Robin. **Vote: All in favor. See attached plan.**

Robin moved to approve the 2013 budget as proposed. The motion was seconded by Dave. **Vote: All in favor.**

**6. Old Business:**

**a. Siding/Deck Replacement**

Tina stated that the HOA voted in 2010 to do a yearly increase in the dues of which has been deposited directly into the maintenance reserve account. The dues will increase another \$50 in April of 2013. This \$50 increase will occur again in 2014 in order to build the reserve account and to replace the siding in 2014 or 2015. In doing this, it is the hopes of the HOA to lessen the need for a special assessment. After that period of increases and after the siding has been replaced, the dues will more than likely go back down.

The Board will be working on a solid scope of work for siding replacement, possible deck/stair replacement/repairs, grading work, rim joist work, etc... and will be competitive bidding the work. There also could be some interior work that will need to be completed as the siding is replaced. A contingency will need to be built into the price to be able to cover these unknown expenses.

The members mentioned that unit owners should replace their windows as the siding is being replaced.

**b. Insulation replacement**

The Board will be working on insulation replacement in both the attics and crawl spaces.

After receiving the audit from Lower Valley, there are rebates that they will give the HOA if insulation is replaced and windows are upgraded to make the buildings more energy efficient.

**c. Trash enclosures**

The trash enclosures were built and completed in the fall of 2012. The option of installing surveillance cameras on the enclosures was discussed in order to be able to see anyone that is poaching the dumpsters or to be able to view the disposal of couches, furniture, etc... that is being left around each dumpster on a regular basis.

**d. Sealing of the parking lots**

The sealing of the parking lots will take place in the summer of 2013.

**e. Parking**

Rachel reminded the members to make sure they have parking permits to park in their 2 parking spots. She also reminded them to not use the visitor parking spots as their own personal use. GTPM will continue to tow cars that are violating these rules. Another option was to have local law enforcement ticket cars that are violation.

**f. Clean-up of decks**

Rachel stated that letters have been sent to all the owners and residents who need to a clean-up of their decks. She reminded the members that there should only be a table and chairs and a gas grill on the deck. (No charcoal grills are allowed)

**g. Satellite dishes**

Tina stated that GTPM was able to remove unused satellite dishes throughout the property. However, there are still many dishes throughout the building that need to be taken down. GTPM will be aggressively pursuing this issue in 2013.

**7. Election of Directors**

Robin moved to elect the following slate:

**Phil Cameron**

**Jim Clouse**

**Chris Daly**

The motion was seconded by Dave.

Vote: All in favor.

The members thanked Chris DeMarco (who served on the board for a few years) for his time and efforts to the Ponderosa HOA.

**8. Other**

- The members requested that the electrical outlets in each of the parking spaces (that are currently disconnected from power) be covered with plates so that they do not appear to be in working order.

**Adjournment**

With no further discussion, the meeting was adjourned.

Respectfully submitted,

**Rachel Block**

**Grand Teton Property Management**