

**BROOKSIDE CONDOMINIUMS HOMEOWNERS ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT**

P.O. BOX 2282 Jackson, WY 83001
(307) 733-0205 (307) 733-9033

2014 ANNUAL MEETING Minutes

Wednesday October 22nd 2014

6:30 p.m.

*@ The offices of Grand Teton Property Management
610 W. Broadway, Suite 203 (The Centennial Bldg.)*

Minutes

1. Attendance

With the meeting being rescheduled 3 times, the third meeting was held with those present at the 2nd meeting according to the bylaws.

Those Present were:

Rachel Ravitz
Gail Jensen
Dave Coon
Shawn Seligman
Daniel Toolson
Ian Barwell

2. Determination of Quorum

With those that were present at the second meeting present at the 3rd meeting it was determined that there was a quorum.

3. Call to Order

Hilary from Grand Teton Property Management called the meeting to order at 6:37.

4. Reading and Approval of 2013 Annual Meeting Minutes

Gail Jensen Moved to approve the 2013 Annual Meeting minutes as written. The motion was seconded by Rachel Ravitz.

5. Financial Review

a. Review of 2013/2014 Actual Incomes and Expenses

Hilary Erickson reviewed the year to date actuals with the members present, pointing out that the total operating revenue was \$41,810, the total operating expenses were \$35,916; amounting to a net income of \$5,930 year to date. The operating balance was \$40,299, and the Maintenance Reserve was \$46,737.

b. Review of 2015 Proposed Budget

The members reviewed the 2015 proposed budget David Coon moved to approve the budget with a 10% increase in dues. The motion was seconded by Ian. Vote: all in favor. Motion Carries.

c. Review of Reserve Funds and Review of 10 year Budget and intended projects

Hilary Erickson reviewed the reserve funds and the 10 year maintenance project plan. She explained that the plan is used as a tool to plan for these projects. These future projects include staining of the buildings, and the decks, some and parking lot sealing, in addition to some landscaping of the common area.

Another topic that was discussed was re-grading of the front lawn to be able to drain water away from the buildings. Rachel suggested that we ask TLC to give us a plan on what they would do. Daniel Toolson also offered to help with the concept of regarding and landscaping the common areas.

6. Old Business

a. Rules and Regulations

This past summer there were some issues with residents storing items under the stairwells, and in the common areas, GTPM requested that all residents remember that the bike storage is available, and there is nothing allowed to be stored under the stairwells. In addition, a reminder needs to be sent that pets are not allowed at Brookside.

b. Bike Racks repositioning

Rachel and Hilary spoke that there had been a new bike rack purchased and placed on the side of building 340. The Shrubs were removed and gravel was put down so the bike rack would fit. There was also discussion of moving bike racks in the summer of 2015 to assure that no bikes would continue to get wet when the sprinkler system turns on. The members suggested that we ask TLC to see what their thoughts were on where the bike racks would fit best.

c. Town of Jackson Short Term Rental Update

Rachel and Hilary gave a review of what Mullikan Larsen and Swift had told them regarding short term rentals. The Board and the HOA were advised to hold off on the issue as the HOA has done everything correctly to date to work with the town. The members and Matt Turner agreed that there is nothing in the regulations prior to 2009 that prohibits residential short term rental in Brookside or requires approval of an Intermediate Development Plan for a “change of use”.

7. New Business / Wish list

a. Exterior staining

The Members asked for GTPM to obtain bids to do a staining project of the buildings and the deck in the spring of 2015.

b. Exterior furniture

The members discussed adding other lawn furniture to the outside. No decisions were made regarding this. The item will be tabled until next year.

c. Landscape

The members had a lengthy discussion about the landscaping contract. Landscaping of the common area was discussed as there is a serious drainage issue that needs addressing. Daniel Toolson suggested that maybe the sprinklers just need to be adjusted to not water there as often. The members decided that they will discuss the options with the landscape company that is hired for the 2015 summer.

8. Other

a. Building 340 deck

Rachel Ravitz is proposing a deck between the buildings in the stairwells and provided some landscape and architectural drawings. She also proposed to add a deck to the back of her unit. This was not allowed according to the Town and County, so instead she is requesting that the 2 top floor units be allowed to add a sliding glass door with a foe deck, or a railing running along it to allow more fresh air into the units. Rachel mentioned that she is going to pay for it all, she would like to request the approval of the members. The members agreed that if the board wanted to approve to allow her to put the sliding glass door in the back it would be fine, but more discussion needed to take place in order to allow the deck in the front.

Rachel mentioned that she will work with the board in finding allowable and responsible contractors to do the work, and the board will have the final approval on what happens.

9. Election of Directors

Rachel stated that she wanted to step down from the board, with that Gail motioned to appoint, Mary Peightal, Shawn Seligman, and Gail Jensen to the Board. It was seconded by Ian. All in Favor. Motion Carries.

10. Adjournment

With no further discussion, the meeting was adjourned at 8:45

Respectfully submitted,
Hilary Erickson
GTPM