

**Ponderosa Village Homeowner Association
Grand Teton Property Management
P.O Box 2282
Jackson, WY 83001
307-733-0205 Fax 307-733-9033**

**2014 Annual Members Meeting Minutes
November 18, 2013 at 5:00 p.m.
@ The Teton County Library**

1. Attendance

**Karen Anderson
Cirilo Hernandez
Chris Daly
Meggan & Lawrence Stordahl
Phil & Robin Cameron
Kelli Fennessey
Ike Faust
Bonnie Stalenski – Albertsons (16 units)
Jim Auge – Teton Motors (2 units)
Trevor Robinson
Jim Clouse**

By Proxy:

**Brian Lenz
Mark Dalby
Glenda Harmon
Francine Carraro
Jenny & Dave Jensvold
Kim Hoffman
William Farrow**

Others present:

**Rachel Block, GTPM
Tina Korpi**

2. Determination of Quorum

With 34 units present in person or by proxy, it was determined there was a quorum. Grand Teton Property Management representatives and the HOA members that were present introduced themselves.

3. Reading and Approval of the 2013 Annual Members Meeting Minutes

Jim Auge moved to approve the minutes as written. The motion was seconded by Kelli. Vote: All in favor.

4. Review of Financials Year-to-Date

The members reviewed the year-to-date actuals. The total operating income was \$195,106, the total operating expenses were \$188,842; amounting to a net income of \$6,264. The operating account balance was \$119,000 and the maintenance reserve account balance was \$188,264 as of 11/12/13.

5. Review of 2014 Proposed Budget

The members reviewed the 2014 proposed budget. The dues are currently \$300 and will increase to \$350 in April 2014. Jim moved to approve the budget as presented. The motion was seconded by Meggan. Vote: All in favor. See attached financials.

a. 10 year plan

The members reviewed the 10 year maintenance plan which is used for a tool to plan future maintenance projects. See attached financials.

6. Old Business:

**a. Siding/Exterior Renovation Presentation
- Financing option**

For years the HOA had many issues that needed to be addressed and the most important issue to take care of was the replacement of the roofs which was completed in 2007. In order to complete this roof replacement, it required each owner to pay a \$6500 special assessment. The next issue that the HOA needs to complete is siding replacement. For several years the HOA tried to pass a one-time special assessment with no luck. Instead the HOA voted in 2010 to do a yearly increase in the dues. This increase is intended for building the funds to replace the siding and complete some other much needed work to the property. Phil stated that since the HOA has built up their accounts, there is a local bank that would be willing to offer the HOA financing to complete the project in the summer of 2014. The Board has worked to solicit bids from 6 local architects to draw up plans for the work to be completed. (of the 6 solicited, 2 architects provided bids) The HOA has chosen an architect who will provide a scope of work for the HOA. This scope of work will then be priced with 3 different contractors. Once this is complete, the HOA Board will then begin working on financing terms with the Bank. A special meeting will be held this winter in order for the HOA members to understand the scope of work and financing terms. It is the HOA's upmost intention to begin the renovation project in the summer of 2014. If you have questions you can either call GTPM or the president of the HOA, Phil Cameron at 307.413.1971 or email to dpcameronjr@yahoo.com

b. Insulation replacement

Bressler Insulation is currently working to replace insulation in all the attics. Insulation replacement in the crawl spaces will be done along with the siding project.

Lower Valley will be giving the HOA a rebate for the upgrade of the insulation.

c. Venting for attics

Bressler Insulation is also working on properly venting the attic spaces.

e. Parking/Unit Occupancy

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. This issue has become an extreme problem for the HOA. GTPM requested that if any owner is having an issue with parking to please email a description of the vehicle in violation to gtpm@wyom.net. GTPM will continue to tow cars that are violating these rules.

The members discussed concern with over occupancy issues. The town laws are that there should be no more than 3 unrelated people in a unit. Over occupancy leads to parking issues, noise issues and moisture problems inside the units.

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

The HOA will continue to work on this issue and have removed satellites that are obviously not in use. Satellites will have to come down when the siding replacement takes place. The Board will be coming up with a strict system on getting approval for placing a dish on the building. This will include an approved and fixed location of placement.

7. New Business

a. Energy Efficiency Loans & Rebates – Windows, Door, Heating

Phil explained that Lower Valley Energy offers financing and rebates for the upgrade of a window, door or heating thermostats. In order to obtain these benefits, the owner must be in good standing with Lower Valley. The owner should then call Lower Valley to schedule an audit to inspect these items. If Lower Valley should find anything that could be upgraded to make the home more energy efficient, they are then offered financing and/or a rebate if the owner completes the upgrade.

The HOA is working with Lower Valley to see if there are any upgrades the HOA could do in order to obtain rebates or financing.

8. Election of Directors

Kelli moved to elect the following slate:

Phil Cameron – President

Jim Clouse - Director

Chris Daly – Director

The motion was seconded by Jim.

Vote: All in favor.

9. Other

- The Board explained that when the contract with Coin-op (who provides and services the washing machines and dryers) that the HOA will look into more cost effective and efficient options for the HOA. One option included possibly purchasing washing machines and dryers that the HOA will manage and collect the funds for HOA income.

10. Adjournment

With no further discussion, Phil moved to adjourn the meeting. The motion was seconded by Karen. Vote: All in favor.

Respectfully submitted,

**Rachel Block
Grand Teton Property Management**