

**SOUTH MILLWARD HOMEOWNERS ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
P.O. BOX 2282, Jackson, WY 83001
(307) 733-0205**

2016 ANNUAL MEETING

*June 16, 2016 @ 12:00 pm
Offices of Grand Teton Property Management
The Centennial Building, 610 West Broadway, Suite 203*

MINUTES

1. Attendance

Elizabeth Kelleher

Sami Robinson

Quinn DiLucente and Rebecca Rothbard

Lee Sano (via phone conferencing)

John Bellamy (via phone conferencing)

By proxy: John Stark

Others present:

Tricia Freeman, GTPM

2. Determination of Quorum

With six members present either in person or by proxy, it was determined there was a quorum.

3. Reading and Approval of 2015 Annual Meeting Minutes

Elizabeth Kelleher motioned to approve the 2015 annual meeting minutes, Quinn DiLucente seconded, and all were in favor.

4. Financial Review

a. 2015 Year-End review of Actual Income and Expenses

Lisa reviewed the 2014 year end actuals pointing out that the total operating revenue was \$23,100.81, the total operating expenses were \$24,315.91; amounting to a net deficit of \$1,215.10. There were additional unforeseen costs that lead to the net income loss, including a tree removal and additional grounds maintenance. The operating

account balance was \$5,802.12 and the maintenance reserve account balance was \$10,427.42 as of 6/17/15.

b. Review of 2015 Proposed Budget

The members reviewed the 2015 proposed budget. Bob moved to approve the budget as presented. The motion was seconded by Elizabeth. Vote: All in favor.

5. Old Business

a. 2014 Completed Projects

- i. Dryer Vent Cleaning performed by Peak Chimney Sweeps
- ii. Sweeping of Parking Lots

6. New Business

a. Energy Audit

Members discussed the possibility of obtaining an energy audit. Lee recommended Bressler to conduct this. No further action to be taken at this time.

7. Other Business

a. The members discussed frustration with trash removal procedures. They requested that GTPM contact Teton Trash Removal to resolve the situation and also obtain additional bids for trash service.

b. The members discussed re-staining and / or replacing the front and back steps. GTPM to obtain bids to present to the board.

c. Elizabeth brought up the legal risks of neighborhood children playing in the parking area. GTPM to contact insurance and legal council to check on liability.

d. Members discussed having a limb removed from the roof, as well as yearly oil spraying and tree debris removed. GTPM will schedule this with Arbor Works. GTPM to also request that a push mower be used in place of a riding mower. Lee suggested maybe using a different landscaper that he knows: Lee recommended Max Lange (690-4110.) GTPM will call Max and obtain a bid for this summer and future landscaping work. GTPM will also inquire regarding snow removal.

e. Members discussed window repair and whether or not it is covered under the HOA. GTPM to contact legal council to clarify relevant section in CC&R's. Possible repairs to be put on 2016 annual agenda.

f. Lee asked that the gutter be fixed on Unit 637 D. GTPM will contact Gus the Gutterman to finish the repairs.

g. Lee pointed out that the old railroad ties are rotting and need to be replaced and that one appeared to have been damaged during this past winter by the snow plow. GTPM will contact the snow plow company to see if they will replace it. GTPM will also obtain the costs of replacing the rotting railroad ties.

h. GTPM to obtain bids for new snow removal service for winter season 2015.

i. GTPM to look further into county rules regarding the building of decks on the back of the properties and present details to the board.

7. Election of Directors

Lisa stated that Elizabeth's position is up for re-election for a 3 year term. John moved to re-elect Elizabeth to serve on the Board. The motion was seconded by Bob.

Vote: All in favor.

Lisa stated that since Alex is no longer a homeowner, his position was also up for re-election for a 3 year term. Elizabeth moved to elect Lee to serve on the board. The motion was seconded by Bob.

Vote: All in favor

Elizabeth – 3 years remaining of a 3 year term (2018)

Lee – 2 years remaining of a 3 year term (2017)

John- 1 year remaining of a 3 year term (2016)

8. Adjournment

With no further discussion, the meeting was adjourned.

Respectfully submitted,

Tricia Freeman

GTPM