

**10 & 20 PIONEER LANE HOMEOWNERS ASSOCIATION**

GRAND TETON PROPERTY MANAGEMENT

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2017 Annual Members Meeting Agenda

Monday, May 15, 2017 3:00pm MST

**Attendance:**

*Present via conference call (4):* Monte Mertz, Shane Merz, Pat Harris, Carolyn Worth

*Quorum present?* Yes, 10% of owners were present.

**Others Present:**

Grand Teton Property Management (GTPM): Nina Ruberti

**1. Call to Order**

The meeting was called to order at 3: pm.

**2. Financials**

**a. Review of the 2016 Income vs. Expenses**

Nina Ruberti reviewed the 2016 actuals. The total operating revenue was \$38,584, the total operating expenses were \$37,240, resulting in a net income of \$1,344.

The operating account balance was \$9,524.85 and the maintenance reserve account balance was \$8,313.23.

**b. Review of the 2017 Proposed Budget**

Nina Ruberti reviewed the 2017 proposed calendar year budget. A line item, Snow Removal Special Assessment, will be added to the budget to separate the costs. Monte Mertz motioned to approve the 2017 proposed budget with a 6% HOA dues increase, Pat Harris seconded, and all were in favor. The 2017 budget was approved with the increase.

**c. Maintenance Reserve**

After discussing the upcoming projects, Pat Harris motioned to transfer \$3,000 to the Maintenance Reserve Account, Monte Mertz seconded, and all were in favor.

**3. New Business**

**a. Bylaw Amendment**

Frank Hess drew up the amendment to change the number of directors from three to four. Pat Harris motioned to accept the amendment, Monte Mertz seconded, and all were in favor.

**b. Landscaping**

The cost of lowering the landscaping was discussed at last year's annual meeting. Since the area is sparse, more herbicides are used to keep it native. Southpark Nursery will reduce their services to once a month and will re-evaluate the appearance.

**c. Roof Snow Loads**

No concerns from the snow loads this winter.

**d. Exterior Metal Paint Peeling**

Board received two estimates for the metal paint peeling and asked GTPM to confirm scope of work and warranty for each bid. There was discussion of the staining of the buildings for both building to get on the same schedule. It was last stained in August 2013. GTPM will get an estimate to stain.

**e. Basement Water Seepage**

The rain gutter of 20 Pioneer was repaired for \$2500. They had some water leakage come up through the ground and into the floor. The other building had no leaks.

**4. Other Business**

Pat Harris motioned to approve the 2016 Meeting Minutes, Shane Merz seconded, and all were in favor.

**The 2017 Board of Directors:**

Pat Harris  
Shane Merz  
Monte Mertz  
Carolyn Worth

Since the amendment, there will be four directors. Monte Mertz motioned to keep the board and to add Carolyn Worth, Pat Harris seconded, and all were in favor.

**5. Adjournment**

With no further discussion the meeting was adjourned at 4:01pm.

Respectfully submitted,

Nina Ruberti, Homeowner Association Manager  
Grand Teton Property Management