

**Wind River Homeowners Association  
Annual Meeting Minutes  
January 23rd, 2018  
3:00pm  
Wind River #4**

**Present:** Robin Cloyd, Trish Zucatti, Jim and Candy Facer, Phillip Clauson and Natalie Raines (JHRL).

**Present by Phone:** Ruth Jenkins

**Proxies:** Offsend, Paul, Jaidi to Cloyd, Brunner to Jenkins, Roland to Facer

**I. Call to Order**

Robin Cloyd called the meeting at 3:08 p.m.

**II. Determination of Quorum**

Phillip Clauson determined that a quorum was established by those present, by phone and by proxy with 10/15 represented.

**III. Adoption of Agenda**

*The Agenda was adopted as presented*

**IV. Approval of the January 17th, 2017 Meeting Minutes**

*Jim Facer motioned to approve the 2017 meeting minutes as presented. Ruth Jenkins seconded. All in favor. None Opposed*

**V. Old Business**

**A. Common Area Painting/Staining**

During 2016 Annual Meeting, it was decided to have the entire exterior of the complex painted. The previous painting project was completed in 2007. The Board analyzed 3 competitive bids, choosing Kilmain Painting for the project. The Board presented 4 different color schemes for the homeowners to vote upon after the 2017 annual meeting. After the vote was conducted, nine of the fifth teen homeowners voted to paint the siding as "Dusted Truffle" and the trim as "Brevity Brown". In the spring of 2017 Kilmain Painting completed the building staining, adding decks and trash cans to list. The total project cost the Association \$62,712.

**B. Roof Replacement Schedule**

During the 2017 Annual Meeting the roof replacement schedule was discussed. Currently the Board has been financially planning for a full roof replacement in the year 2020, ear marking \$160K for the project. The Class B medium Cedar shakes that are on the roof now have a general useful life expectancy of 20-25 years. The roof was last replaced in 1999. With the exception of a problem area around the chimney of unit number 3, the roof system as a whole has still been performing well. The problem area on unit 3 was addressed again during the summer of 2017 and it is believed that the situation has been resolved. Management is coordinating with a large national roofing contractor to work on replacement of the roof in conjunction with 3 other Associations on Michael Drive. These other Associations are scheduled for roof replacement in 2022. It's possible to achieve economies of scale, combining all 4 project together may generate savings for everyone. If the roofing system continues to perform well then it is recommended to push the replacement back to 2022.

**C. Other**

No other old business was discussed

## **VI. New Business**

### **A. Window Condition Report**

During the Fall of 2017, it was requested that management generate a full report on the condition of the windows within the complex. A summary of the report provides that the overall condition, as an entirety, within the complex is considered to be in "fair to good" for the time period built. Most operating mechanisms and hardware systems are functional, window failure is minimal and the majority of sliding glass doors are operational. Minor sun fading and deterioration was observed along the interior framing to windows which are subjected to increased rates of sun exposure. Management has been instructed to coordinate repairs for the areas which require the highest priority. A review of the Association's governing documents determines that the maintenance and financial responsibility of the windows (just glass) is that of the HOA. The operating and mechanical devices which open and close the windows, as well as the interior window framing and sliding glass doors are the responsibility of the unit owner. In an effort to maintain homogeneity throughout the complex, any replacement of the sliding glass doors, coordinated by the unit owner, must be of similar design and color to the existing door. The replacement must first be approved by the Board/Management.

### **B. Other**

No Other new Business was discussed

## **VII. Financial Report**

### **A. Financial Report**

Total income for the Wind River Homeowner Association for the year 2017 equaled \$125,968 while total expenditures equaled \$138,548. This \$12,580 budget shortfall is attributed to a few areas. The planned budget was approved with an existing \$3,279 shortfall and snow removal costs exceed the expectations as the 2016-2017 winter was nearly record breaking, incurring an additional \$7,433 above budget. With the exception of these notable overages, the remaining line items stayed close to or within their allotted budgeted parameters. The cash ending balance in the operating account was \$33,131. The Maintenance Reserve account began the year with \$143,960. Total contributions equaled \$28,729 while expenditures for the staining project reached \$62,712 which generated a \$33,983 decrease in the Maintenance Reserve fund to have an ending balance of \$109,977. Total available cash for the Wind River Homeowner's Association at the end of 2017 is \$143,108.

### **B. Presentation and Adoption of 2018 Budget**

The 2018 Budget was present with an approximant increase of 2.9%. Small increases to account for inflation and the increased price of labor were made in the Firewood budget, Insurance budget as well as Trash Removal and Water and Sewer. Total proposed expenditures for the year 2018 is \$131,408. The homeowners discussed many items in this budget and agreed that the projected expenditures appeared to be accurate.

*Jim Facer motioned to approve the 2018 Proposed Budget with the dues increase of approximately 2.9% from \$700/month to \$735 per month. Ruth Jenkins seconded. All in favor. None Opposed. Motion carried.*

## **VIII. Management Agreement**

Phillip Clauson proposed no increases in the management agreement for this year. Everyone agree to renew the annual contract.

**IX. Composition of the Board of Directors**

**The Current Composition of the Board of Directors is:**

Robin Cloyd, President	(term expires 2019)
Jim Facer	(term expires 2019)
Ruth Jenkins	(term expires 2021)

*Robin Cloyd nominated Ruth Jenkins to serve another term as a Director, Jim Facer Seconded, All present were in favor and the nomination was carried*

**X. Set Date for 2019 Meeting**

*The 2019 Annual HOA meeting is scheduled for Wednesday, January 23rd, 2019 at 2:30pm at Wind River #4.*

**XI. Other Business**

The 2018 Homeowner property walk-around meeting will occur on Monday, October 15<sup>th</sup> at 10:00am in the courtyard.

**XII. Adjournment**

*With no other business to conduct, the meeting adjourned at 4:08pm.*

\*\*Minutes respectfully submitted by Phillip Clauson JHRL.