

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

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

2012 ANNUAL MEETING

Rescheduled

Thursday, October 4, 2012

5:30 PM

@ the Brookside Courtyard

MINUTES

1. Attendance

Lynn Ward

Cheryl Sawyer

Rachel Ravitz

Shaun Seligman

Fred & Mary Peightal

Bridget Meyer

Gail Jensen/Dave Coon

Tim Bradshaw

By Proxy:

Al Renneisen

Larry Dornisch

Michael Bruck (2 units)

William A. Romo

Tom Hedges

Bruce Williams

Brian Ladd

Tatsiana Kachuk

Amy Staehr

Kristin Clifton

Raymond Keegan

Patrick Smith

Tony Labbe

Others present:

Rachel Block Grand Teton Property Management

2. Determination of Quorum

With 22 units present either in person or by proxy, it was determined there was a quorum.

3. Call to Order

Rachel called the meeting to order.

4. Reading and Approval of 2011 Annual Meeting Minutes

Rachel Ravitz moved to approve the 2011 annual meeting minutes as written. The motion was seconded by Bridget. Vote: All in favor.

5. Financial Review

a. Review of 2011/2012 Actual Incomes and Expenses

Rachel Block reviewed the 2011/2012 actuals with the members present pointing out that the total operating revenue was \$43,189, the total operating expenses were \$40,359; amounting to a net income of \$2,830. The operating account balance was \$30,096 and the maintenance reserve account balance was \$45,448 as of 9/18/12.

b. Review of 2013 Proposed Budget

The members reviewed the 2013 proposed budget. Dave moved to approve the budget with no increases in dues. The motion was seconded by Cheryl. Vote: All in favor.

c. Review of Reserve Funds

Rachel Block 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 roof replacement for building 340, staining of the buildings and some siding replacement.

6. Old Business

a. Rules and Regulations

Rachel Block stated that the board of directors approved the rules and regulations in 2011 that all owners and residents should be complying with at all times. If you should need a copy of this document, please contact Grand Teton Property Management.

b. Sealing of the parking lot

Rachel Block stated that the sealing and striping of the parking lots took place in the fall of 2012.

c. Staining of the decks, etc...

Rachel Block stated that the staining of the decks took place in the summer of 2012.

7. New Business / Wish list

a. Exterior staining

The members agreed that the exterior staining could hold off until 2014.

b. Roofs

Rachel explained that Intermountain Roofing inspected the roofs and all the roofs are new except building 340 and it needs to be replaced in 2013. Lynn moved to have GTPM obtain 2 more bids and to give the Board the authority to choose a contractor to complete the work. The motion was seconded by Cheryl. Vote: All in favor.

Rachel Ravitz explained that there are a few soffit boards that are coming loose on building 340 that will need to be repaired when the roof replacement takes place.

8. Other

- The members requested that all the items that have been stored on the side of the first building needs to be disposed of.

- The members requested that JH Clean Air clean the dryer vents in each unit.

9. Election of Directors

Lynn moved to elect the following slate:

- Rachel Ravitz
- Shaun Seligman
- Bridget Meyer

The motion was seconded by Cheryl.

Vote: All in favor.

10. Adjournment

With no further discussion, the meeting was adjourned.

Respectfully submitted,

Rachel Block

Grand Teton Property Management