

**BROOKSIDE HOMEOWNER ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
PO Box 2282 Jackson, WY 83001
307-733-0205 Fax 307-733-9033**

**Homeowners Annual Meeting Minutes
September 11, 2017
5:30 PM Mountain Time
Offices of Grand Teton Property Management**

1. Attendance

Brookside

In Person: Gail Jensen and Dave Coon, Ray Polito, Tim Bradshaw, Casey Cook, Kevin Cohane, Cheryl Sawyer, Mary and Fred Peightal, Lynn Ward, Rachel Ravitz

Via Phone: Doreen Goldyn, Michael Bruck (2 units), Robin Maffei, Ian Barwell

By Proxy: Lawrence Salmone, Amy Morton, Kristen Rue, Judith Clifton
Annette Seligman (Seligman Investments), Raymond Keegan

GTPM: Tina Korpi, Julie Hamby

2. Call to Order

The meeting was called to order.

3. Determination of Quorum

With 20 members present in person, via phone, or by proxy, it was determined there was a quorum.

4. Approval of 2016 minutes

The members present reviewed the 2016 annual meeting minutes. Dave made a motion to approve the minutes as written. Tim seconded the motion. The vote was all in favor.

5. Board of Directors' Report

Mary reported on the items that had been done this year:

- A French drain was installed on the north end of the parking lot next to parking space #12 to help with drainage
- The willows in the courtyard were trimmed
- The aspens next to the buildings were trimmed where the limbs rub against the building
- Weed removal is ongoing

- A group of owners stained the lawn furniture
- The windows were cleaned
- The recycling area is being fixed up.

Gail stated the property looks better every year and thanked GTPM for their work.

Mary and Gail informed the members present of the projects the board is looking at for 2018 which include:

- Cleaning up the north end of the parking lot where the cottonwood trees were removed.
- Mulching the flower beds
- Trimming trees
- Replacing concrete at building 360 and 340
- Sealing cracks in the parking lot
- Striping the parking lot
- Staining the decks and the south side of building 340
- Researching the sewer line issue and making necessary repairs
- Replacing the fence
- Replacing the stone on the south side of building 340's yard with sod when season and weather permits and once the south fence is replaced.
- Venting the bathroom vents in building 362 to the exterior. This was not done when the units were converted to condos. Gail stated the CCRs are not clear on who pays for this so the board requested an opinion from Frank Hess, the HOA attorney and the CCRs more strongly favor the HOA paying as it is in air space.

The board will prioritize the projects based on the budget and reserves. Rachel stated she had an idea concerning an easement to bury the TD internet line to the south side of building 340. The board will determine if they want to look into this idea further.

6. Review of Financials and Proposed Budget

Julie reviewed the 2017 financials thru 8.31.17. The income is \$52,479.58 and the expenses are \$56,771.59 for a net loss of \$4,292.01 thru 8.31.17. The association is over budget for snow removal due to the large snowfall this past winter. Julie reported that as of 9.11.17, the operating account has a balance of \$11,844.78 and the maintenance reserve has a balance of \$53,892.60.

a. Discussion of Proposed Dues Increase

The 2018 proposed budget was presented. The board is requesting a dues increase to increase the contingency budget and the maintenance reserve deposit. Julie stated that GTPM had discovered that the calculations for the dues were not using the correct percentages as outlined in the CCRs. GTPM had used the percentages provided by the previous property manager. Gail stated the board had decided follow the HOA attorney's recommendations and move forward with the correct calculations and not try to refund or collect past amounts. The dues on the proposed 2018 budget with the correct percentages will be \$193.22 for a one

bedroom unit and \$387.10 for a two bedroom unit. Lynn made a motion to approve the 2018 proposed budget as presented. Tim seconded the motion. The vote was 17 for, 2 opposed. The 2018 budget is approved.

8. New Business

a. Discussion of rules and regulations for pets

The members present reviewed the proposed amendment section 5 (a) to 5 (f) to the rules and regulations regarding service and support animals. The board had consulted the HOA attorney and the proposed rules were ones he suggested. Dave made a motion to approve the proposed amendment section 5 (a) to 5 (f). Casey seconded the motion. The vote was all in favor.

b. Parking

Mary stated that this past winter there was a huge issue with people parking in spaces that were not theirs. The members present discussed the issues with parking. They requested that signs are place on each parking space stating to which unit the space is reserved for.

c. Smoking

The members present discussed smoking on the property. Casey made a motion for the board to develop rules and regulations limiting smoking to certain areas of the property. Mary seconded the motion. The vote was all in favor.

9. Other Items

a. Short Term Rentals

Ian asked about the status of short-term rentals. Gail stated she needs to speak with the town officials to see if the requirements for fire suppression are still the same. Gail further stated the association's appeal is on hold, and the owners may need to proceed with the appeal.

10. Election of Board of Directors

All three board seats are up for election for a one year term. Casey made a motion to keep the current board members- Mary Peightal, Gail Jensen and Ali Cohane. Dave seconded the motion. Kevin stated Ali is not willingly to serve again. Rachel nominated Casey. Casey is not willing to serve. Fred nominated Ariela Schreiber. Dave seconded the motion. Rachel nominated Michael. Michael is not willing to serve.

With no further nominations, the members voted on the three nominations. The vote was all in favor. The board of directors is as follows:

Mary Peightal	term expires 2018
Gail Jensen	term expires 2018
Ariela Schreiber	term expires 2018

10. Adjournment

With no further business, Dave made a motion to adjourn. Casey seconded the motion. The vote was all in favor. Meeting adjourned.

Respectfully Submitted,

*Julie Hamby
GTPM*

**Conference Call Information
Please dial 877-820-7831. When prompted dial 277321**

****Approved at 2018 annual meeting*