

**HILLSIDE TOWNHOUSES HOMEOWNER ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT**

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

2013 ANNUAL MEETING MINUTES

March 5, 2013 at 12:00 pm

*Offices of Grand Teton Property Management
610 W. Broadway, Suite 203 (The Centennial Building)*

1. Attendance

Kyle Mills
David Park
Rusty Brown
Diana Brown

By proxy:

James & Laura McNutt
Betty Terrill
Pete Karns
David Poole
George Fout
John Curry
Stephen Grynberg
Peter Cook

Others present:

Rachel Block Grand Teton Property Management

2. Call to Order

Rachel called the meeting to order.

3. Determination of Quorum

With 11 members present either in person or by proxy, it was determined there was a quorum.

4. Reading and Approval of 2012 Annual Meeting Minutes

Rusty moved to approve the 2012 meeting minutes as written. The motion was seconded by David. Vote: all in favor.

5. Financial Review

a. Review of 2012 Actual Incomes/Expenses vs. Budget

Rachel reviewed the 2012 Actual Income and expenses pointing out that the total operating revenue was \$70,604, the total operating expenses were \$67,446; amounting to

a net income of \$3,158. Rusty moved to approve the 2012 actuals. The motion was seconded by David. See attached financials.

b. Review of 2013 Proposed Budget

The members reviewed the 2013 proposed budget as presented. Since the HOA raised dues last year, David moved to approve the proposed budget without a dues increase. The motion was seconded by Rusty. Vote: all in favor.

6. Old Business

a. 2012 Projects

The curbs were re-painted and mulch was added to the garden beds.

b. Other

- Pet control

Rachel stated that everyone should be picking up after their dogs and to keep them on a strict command or a leash. (Please have your animals under your control at all times and that they are not using the restroom in other unit's lawns)

The board has developed a fine schedule for these types of violations. If any homeowner notices someone violating a rule at the property, please contact Grand Teton Property Management.

- Common area usage (clean-up in lawn areas by decks, managing wildlife)

Rusty reminded everyone to keep the common areas clean and free of clutter. Trash should always be kept within the trash containers to prevent attracting wildlife to the property.

- Heat Tape

Rachel stated that all residents need to remember to make sure that the switch corresponding to the heat tape for the roof now remains ON until the winter season is over. The members stated that there may be some issues with some of the heat tape. If you are having issues with your heat tape, please contact Grand Teton Property Management.

- Parking (Commercial, Visitor parking usage)

Rachel reminded the owners of the parking rules. Please remember that each unit has 4 spaces; 2 in the garage and 2 in front of the garage and visitor parking is for visitors only.

- Garbage Cans

Rachel reminded all owners that garbage bins are to be kept indoors, except for trash pick-up day (Friday).

- Vendor contracts (sprinklers, lawn care, snow removal, alarms)

The members discussed the current vendors that are contracted to perform duties for the property. At this time, the members requested that the contracts stay in place.

7. New Business

a. 2013 Possible Projects

- Exterior staining

Rachel will have Mark Franklin provide an inspection of the buildings to determine when they should be stained and have him provide an updated price quote for completing the buildings. The members requested that Mark let them know if there would be a price benefit to complete the buildings all at once.

- Deck staining

Mark Franklin will be staining the back decks in early spring.

- Landscaping

Kyle stated that he has a pine tree that is dead and needs to be removed and does not need to be replaced with any other tree. The board will complete a walk through with Jim Webb in the spring to determine what work needs to be performed in 2013.

b. Other

Rachel will draft a letter to Shawn O'Malley with the Town of Jackson showing him proof that the HOA is allowed to store snow pass the gate at the west side of the property.

The members requested that the rule of "renters cannot have pets" be legally recorded since it was formally voted on in an annual meeting.

The members requested that Holland Paving perform a crack seal only. (not a full sealing of the driveways)

8. Election of Directors

The Board of Directors for 2012 was David Park, Rusty Brown, Jim McNutt and Pamela Stockton. David and Jim are both up for re-election. Diana moved to re-elect David and Jim to serve another term. The motion was seconded by Rusty. Vote: All in favor.

The 2012 Board of Directors:

David Park
Rusty Brown
Jim McNutt
Pamela Stockton

9. Adjournment

David moved to adjourn the meeting. The motion was seconded by Kyle. Vote: All in favor

Respectfully submitted,
Rachel Block
Grand Teton Property Management