

**Ponderosa Village Homeowner Association  
Grand Teton Property Management  
P.O Box 2282  
Jackson, WY 83001  
307-733-0205 Fax 307-733-9033**

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**2012 Annual Members Meeting Minutes  
October 4, 2011, 5:00 p.m.  
@ The Cottonwood Community Center**

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**1. Attendance**

**Karen Anderson  
Jim Clouse  
Kelli Fennessey  
Phil & Robin Cameron  
Chris DeMarco  
Hannah Hardaway**

**By proxy:**

**Glenda Harmon  
Brian Lenz  
Kim Hoffman  
Chris Daly  
Lannette Holeman  
James Auge  
Noel Skoog  
Cirilo Hernandez-Cabrera  
Gerold Geisser  
Susan George**

**Others present:**

**Rachel Block                      Grand Teton Property Management  
Tina Korpi                         Grand Teton Property Management**

**2. Determination of Quorum**

**With 16 members present either in person or by proxy, it was determined there was a quorum.**

**3. Reading and Approval of the 2011 Annual Members Meeting Minutes**

**The members reviewed the 2011 Annual meeting minutes. Kelly moved to approve the minutes as written. The motion was seconded by Jim. Vote: All in favor.**

**4. Review of Financials**

**Rachel reviewed the 2010 financials with the members present pointing out that the total operating revenue was \$125,651 and the total operating expenses \$113,843 amounting to a net income of \$11,808. The operating account balance was \$7,830 and the maintenance reserve account balance was \$98,600 as of 10/4/11. See attached financials.**

**5. Review of 2012 Proposed Budget**

**a. 10 year plan**

Rachel reviewed the 10 year plan with the members present and explained that it is used for a tool for future planning for maintenance projects. The members requested that a budgetary line item for trash enclosures be added to the list. See attached plan. Robin moved to approve the 2012 budget as proposed. The motion was seconded by Karen. Vote: All in favor.

**6. Completed projects**

**a. Parking & Entrance signs**

Rachel stated that parking and entrance signs were purchased and installed in the summer/fall of 2011.

**b. Speed bump installation**

Rachel stated that speed bumps were purchased and installed in the summer of 2011. They will need to be removed in the winter for snow removal purposes.

**7. Old Business:**

**a. Siding/Deck Replacement**

Rachel stated that the HOA voted last year to do a yearly increase in the dues of which will be deposited directly into the maintenance reserve account. The dues will increase another \$50 in April of 2012. This \$50 increase will occur every year in order to build the reserve account and to replace the siding in 2014 or 2015. In doing this, it is the hopes of the HOA to lessen the need for a special assessment. After that period of increases and after the siding has been replaced, the dues will more than likely go back down. The members questioned whether the decks can be expanded. GTPM will obtain a quote from a construction company to see what it would cost to expand and also get a budgetary quote to replace the siding. There is also an issue with the grading around the buildings as it needs to run away from the building so that water doesn't drain into the crawl space. The joists in the crawl space (in a number of units) will also need to be looked at and possibly replaced at that time.

**b. Insulation replacement**

The attic insulation needs to be inspected and replaced. There might be audit options that Lower Valley would be willing to look at in order for the HOA to complete and possibly receive a rebate. GTPM will have Bressler Insulation look at several units to see what needs to be done.

**c. Parking**

Rachel reminded the members to make sure they have parking permits to park in their 2 parking spots. She also reminded them to not use the visitor parking spots as their own personal use. GTPM will continue to tow cars that are violating these rules.

**d. Trash enclosures**

The members discussed the option to place enclosures around the dumpsters at both locations. Rachel presented a bid to the members. Jim stated that he might be able to get the HOA a cheaper option to get this completed. Kelli moved to allow the Board to seek options but to keep the price under \$3500. The motion was seconded by Robin. Vote: All in favor.

Jim will look into this and will come to the board with options.

**e. Clean-up of decks**

Rachel stated that letters have been sent to all the owners and residents who need to a clean-up of their decks. Fines have been assessed to anyone who has not complied. She reminded the members that there should only be a table and chairs and a gas grill on the deck. (No charcoal grills are allowed)

**f. Satellite dishes**

Rachel stated that GTPM did send a notice to all the owners and residents of the HOA requesting that they label their satellite dish. GTPM removed about 12 satellite dishes that were not in use.

**There are still a good amount of dishes that need to be taken down but, unfortunately; GTPM can't take them down if they are in use and they are unable to determine which dishes are in use. Rachel will contact all the satellite companies and will request that they obtain permission from the HOA board before installation. Owners of Ponderosa are responsible for making sure that there is no more than one satellite dish for their unit.**

#### **8. New Business**

**The parking lots will soon be in need of sealing. The board will decide to either seal both parking lots in 2012. Another option would be to seal one lot in 2012 and the other in 2013 to spread the cost over two years.**

#### **9. Election of Directors**

**Kelli moved to elect the following slate:**

**Chris DeMarco**

**Phil Cameron**

**Jim Clouse**

**The motion was seconded by Robin.**

**Vote: All in favor.**

#### **10. Other**

##### **Parking lot electrical outlets-**

**The members requested that Rachel obtain a bid from Mountain Electrical to get the interior outlets working along the building side of the lot.**

**Because the HOA had to obtain insurance, the insurance company required the power to these outlets be shut down because they were not up to code.**

##### **Dogs-**

**Rachel stated that there was a homeowner (who was not able to be present at the meeting) was hoping that the HOA consider letting renters have a dog. The members discussed this and many of the owners who live at the property were not interested in this because dogs are already such an issue at the property. There are many people who are not responsible dog owners and they let their dogs run free and do not pick up after them. There are some owners at the property that are already breaking this rule and are allowing their renters to have pets. GTPM will begin fining these owners. Rachel requested that all residents call her to let her know if they know of any renters who have pets so she can contact the owner.**

##### **Mice-**

**Karen stated that she has seen evidence of mice within the entryway of her unit. Rachel will contact Dean's Pest Control to have them look into this.**

##### **Adjournment**

**With no further discussion, the meeting was adjourned.**

**Respectfully submitted,**

**Rachel Block**

**Grand Teton Property Management**