

Brookside Homeowner Association

Brookside Homeowners Annual Meeting Minutes
October 28, 2015
5 PM
Offices of Grand Teton Property Management

1. Attendance

<i>Brookside</i>	<i>GTPM</i>
Dave Coon	Tina Korpi
Gail Jensen	Julie Hamby
Shaun Seligman	
Amy Morton (by proxy)	
Casey Morton	
Cheryl Sawyer	
Ariela Schreibis (proxy for Valerie Schreibis)	
Kirsten Rue	
John Boyer	
Bonnie Boyer	
Rachel Ravitz	
Mary Peightal (via teleconference)	
Larry Salomone (via teleconference)	
Ian Barwell (via teleconference)	
Al Rennison (by proxy)	
Michael Bruck (by proxy-2)	
Kristen Clifton (by proxy)	
Raymond Keegan (by proxy)	
Lynn Ward (by proxy)	
Tony Labbe (by proxy)	

2. Determination of Quorum

With 18 members present, it was determined there was a quorum.

3. Approval of 2014 minutes

The members present discussed the minutes and agreed on the following changes:
In 6b, change Rachel's building to building 340. In 7c, there was an in depth discussion on the landscaping contract.

Brookside Homeowner Association

Shaun made the motion to approve the minutes with the above changes, with the second by Dave. The motion to approve carried.

4. Board of Directors' Report

Mary stated that the board did an extensive walk through of the property and made a list of things that needed to be done on the property. The following projects were completed this year. The buildings and decks were stained, and this was funded by the maintenance reserve. The trees were trimmed. The exterior dryer vents were cleaned, and the windows were washed. Abandoned bicycles were removed, and the bike rack to the side of 362 was removed. Repaired fencing and siding on 340. The fencing to the side of 362 was fixed where it was falling. The LOMA certificates were obtained for building 350 and 362. Work was done to keep Brookside in the lodging overlay. Pest control was done to control voles. New grills were added to the common area. The board reported that they have commissioned a capital reserve study. The study will give the HOA guidance on future expenses, and a plan to fund capital expenditures.

There were also unexpected expenses such as an increase in insurance.

5. Review of Financials and Proposed Budget

a. Discussion of Dues

Mary presented the financials, and the board is proposing a 10% dues increase. They had a dues increase last year, and at that time, the members had discussed the possibility of needing another increase this year. The cost of insurance and snow removal has risen. Mary also stated that the HOA needs to keep an adequate maintenance reserve. Rachel presented a proposal that the two bedroom units not be increased. Rachel stated that the two bedrooms units have paid an additional \$20,000 in dues over the past 10 years, with fewer maintenance benefits than the one bedroom units. Tina reviewed the CCRs, and the dues are assessed based on square footage (set forth in exhibit A). Dave made the motion to approve the budget with the 10% increase. Shaun seconded the motion. The vote was all in favor. The motion carries.

6. Old Business

a. LOMR certificate

LOMR certificates were received from FEMA on both building 350 and 362. These certificates remove the buildings from the flood plain. Gail reminded everyone that even though the units had been removed from the flood plain, if anyone still wants flood insurance it is the responsibility of the individual owners to obtain flood insurance for their units at their cost as removal from the flood plain does not mean it will never flood.

Julie reported that through the end of August, \$1,317.50 has been spent on engineering. Invoices are still forthcoming from Meridian and On Sight.

b. Storage units

Brookside Homeowner Association

Gail talked about the storage units. The HOA needs to determine what people are trying to store in order to determine what size is needed. It would also need to be determined where the units would be placed. Off property storage was also suggested. The HOA could rent a large storage unit and line it with the lockers. GTPM suggested sending out a questionnaire to get feedback from the homeowners if they want storage and if so what they need to store. The members present agreed to have GTPM send out a questionnaire to get homeowner feedback.

7. New Business

a. Removal of fence

The members discussed removing the fence between the Brookside parking area in front of building 340 and the Children's Learning Center once the new center is built and the landscaping is in place. The posts with the electrical outlets would remain. The members chose to wait and see how the construction project developed with removal of the Center's fence and their landscaping plan before making a decision on removing Brookside's fence.

b. Sharing Garbage Service Proposal

Amy and Casey Morton, who owners of unit 14 and Inn on the Creek, submitted a proposal to use the Brookside dumpster and share the cost. The members present discussed the proposal. Dave made a motion not to approve. Gail seconded the motion. The motion carries that the proposal is not approved.

8. Election of Board of Directors

All three positions are up for election. Bonnie nominated Rachel. John seconded the nomination. Dave nominated Gail. Cheryl seconded the nomination. Shaun nominated Mary. Dave seconded the nomination. Annette Seligman was nominated by Shaun. Gail seconded the nomination. Mary Peightal nominated Ali Cohane. Gail seconded the motion. Ballots were administered and the votes were calculated. The new board is:

Ali Cohane
Gail Jensen
Mary Peightal

9. Other items

Gail presented information on the short-term rentals. Gail discussed the application process. The members discussed the application process and the requirements including fire abatement (sprinklers). Legal options were discussed to appeal the building inspector's requirement. Rachel wanted to install the sprinklers. It was discussed how it would be difficult to install sprinklers for some units since it involved common area, and in order to improve common area it would need to be in the best interest of all units. Gail will be sending information on the

Brookside Homeowner Association

applications to GTPM so the homeowners who are interested can call GTPM for the information. Gail stated that homeowners can go to the town for additional information and assistance in filling out the applications. Gail further stated that the board needs to approve work to be done when any penetrations to drywall, ceilings and floors is done as this is considered common space. Homeowners need to submit plans to the board to review the request and decide whether to approve or deny. The board also needs to look at choosing which contractors will be allowed to perform the work in the common space.

Rachel brought up the issue of burying the cable behind 340. The members present asked for the cost so a decision can be made.

The members present also discussed making improvements to the common area of building 340. The board will evaluate landscaping options along with what may be possible within budget limitations.

10. Adjournment

The meeting was adjourned at 6:54 PM

Respectfully Submitted,

*Julie Hamby
Grand Teton Property Management*