
BROOKSIDE HOMEOWNER ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
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Homeowners Annual Meeting Agenda
Thursday, September 19, 2019
5:00 PM Mountain Time
Offices of Grand Teton Property Management

1. Attendance

Brookside:

In Person: Mary Peightal, Doreen Goldyn, Ariela Schreibeis (2 units), David Coon, Lynn Ward, Ian Barwell

Via Phone: Casey Cook, Diane Knetzger, Lawrence Salomone, Ann Ward, Tatsiana Kachuk

By Proxy: Joe & Jenny Andrews, Timothy Bradshaw, Judith Clifton, Raymond Keegan, Rachel Ravitz, Kirsten Rue, Cheryl Sawyer

GTPM: Tina Korpi, Kelsey Bancroft

2. Call to Order

The meeting was called to order at 5:02 PM.

3. Determination of Quorum

With 19 members present in person, via conference call or by proxy, it was determined there was a quorum

4. Approval of 2018 minutes

Ann Ward made a motion to approve the 2018 annual meeting minutes as presented. Lynn Ward seconded the motion. The vote was all in favor.

5. Board of Directors' Report

Mary gave the board of directors' report. Mary reported that the HOA had a tough year financially due to snow removal. Because of the snow removal, the board had to cut back on some expenses such as the landscaping of the planters. Additionally, the HOA had to make a hold on putting money into the Maintenance Reserve until the financials were built back up. Mary reported on some of the various items that have been completed since the last annual meeting.

- The south side and portions of the east side of the 340 building
- New carpeting was installed in the common area of the 340 building
- Trimming of trees

Mary also pointed out that the board met several times at the property with GTPM to discuss the various projects that will be coming up and are working on prioritizing that list.

6. Review of Financials and Proposed 2020 Budget

Kelsey reviewed the 2019 year to date financials. As of 8.31.19 the HOA had an income of \$58,123.20 and expenses of \$54,380.94 for a net income of \$3,742.26. The snow removal was very over budget for the year, therefore, the board made some expense cuts in other areas such as landscaping.

The maintenance reserve expenses of the fence repairs, new carpet, gutters and designated smoking areas were reviewed.

As of 9.17.19 the association had a balance of \$15,472.41 in the operating account and \$59,120.31 in the maintenance reserve account.

a. Discussion of Proposed Dues Increase

As labor costs and materials continue to increase, there was a proposed increase in HOA dues for 2020 of 5%. David made a motion to approve the proposed 2020 budget with the 5% dues increase. Mary seconded the motion. The vote was all in favor of the 2020 budget with the 5% dues increase and was approved.

7. Old Business

Ariela explained to the owners present the plan that is in place for creating a designated smoking area on the property. This will be located adjacent to the trash and recycling receptacle. Once this is ready to go, GTPM will distribute a map to the owners and residents of Brookside of this location along with a copy of the rules and regulations.

Questions about short-term rentals came up again. Ariela explained that owners who already had the short term permit were “grandfathered” in at the rate they were paying for that permit. Anyone who wants to get that permit now has to pay a one-time fee of \$40,750 plus a yearly fee of \$500 to continue that permit.

8. New Business

The fence is scheduled to be repaired this fall. All areas where the fence is falling down and/or splitting will be repaired.

Gutters will be installed onto the buildings where there has been some noticeable areas of erosion. There will be gutters installed on the North and South sides of 362, the North side of 350, and the East side of 340.

The board is working on obtaining estimates to stain the decks. They have had one contractor suggest to sand and stain the decks for a longer lasting, higher quality job. Casey Cook mentioned he doesn’t feel that sanding is necessary and they could just be power washed. The wood itself is in good condition, therefore the HOA should continue to maintain these decks in staining every 2-3 years. There was some discussion of eventually moving to a composite material. When the time comes to replace decks, the HOA can look into this, however, many owners feel the decks still have a lot of life left in them.

There was discussion about the grills. An owner had pointed out that one of the grills is not working properly. The homeowners will look at the grills and determine which to keep and get rid of the other non-working grill. If the need for replacing the grill is necessary, the HOA can look into purchasing a new grill. Tina Korpi explained that she feels communal grills are a hazard and a liability to the HOA.

9. Other Items

Some owners in the 340 building have requested that the HOA get estimates for replacing the siding on the South and East facing walls of the 340 building as they are made up of a composite material. The board requested to get an opinion from a contractor as to whether or not this material would structurally be different for the building. It was the opinion of the contractor that the siding is simply aesthetically different than the cedar wood siding. Other owners do not feel that replacing this siding is necessary at this time.

10. Election of Board of Directors

All three board seats are up for election for one year terms. David nominated all 3 current board members, Mary Peightal, Ariela Schreibeis and Ian Barwell to continue to serve on the board. Lynn Ward seconded the motion. There were no other nominations and the vote was all in favor to elect Mary, Ariela and Ian as the board of directors. The board of directors is:

Mary Peightal	Term expires 2020
Ariela Schreibeis	Term expires 2020
Ian Barwell	Term expires 2020

11. Adjournment

Respectfully Submitted,

Kelsey Bancroft, GTPM