

**SPRUCEWOOD HOMEOWNER'S ASSOCIATION**  
GRAND TETON PROPERTY MANAGEMENT  
610 W. Broadway, Suite 203, Jackson, WY 83001  
(307) 733-0205 Fax: (307) 733-9033

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2021 Annual Homeowner's Meeting Minutes  
April 28, 2021 at 4:30 pm  
Held Via Zoom

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**1. Attendance & Determination of Quorum**

*Present:* Ila Rogers, Craig Daniels, Adam Clary, Christopher Carloss, Rani Carr, Stan Morgan, Meghan Lori, Holly Shush, and Jeff Silliman

*Others Present:* Tucker Olsen with Grand Teton Property Management

**2. Reading and Approval of the 2020 Annual Meeting Minutes**

Stan Morgan Motioned to approve the 2020 annual meeting minutes. Adam Clary seconded. All were in favor. *The 2020 Annual Meeting Minutes were approved.*

**3. Financials**

• ***Review of 2020 Actuals vs. Budget***

Tucker Olsen reviewed the 2020 financials. There was a total operating revenue of \$48,372. There was a total operating expense of \$50,721. At the end of the year the association operated at a loss of \$2,349. There were several capital expenditures including sealing and striping of the parking lot, staining of the decks and railings, the final payment for the 2019 roof replacement to Fortress once the issues had been resolved, and payments to C. Carloss for damages from fortress roofing not properly installing the roofs. The money to pay C. Carloss was withheld from the final payment to Fortress Roofing.

• ***Review of the 2021 Proposed Budget***

Tucker reviewed the 2021 proposed budget. There was no proposed increase in dues. Ila Rogers motioned to approve the 2021 proposed budget. Stan Morgan seconded. All were in favor.

**4. Old Business**

• ***Chimney Sweeps / Dryer Vent Cleaning***

The chimneys and dryer vents were all cleaned in 2020. However when the dryer vents were being cleaned the cleaners noticed there were not properly installed as Fortress did not vent them out properly. Fortress has been notified and made the proper repairs.

• ***Dryer Vent Roof Vent / Fortress Roofing***

Fortress fixed the dryer vent issue.

• ***Painting Decks, Stairs, Railings***

The common area decks and all of the railings and the steps were stained in 2020.

• ***Exterior Lights***

The lights had been ordered but at the time of the meeting they were still awaiting installation.

## 5. New Business

- ***Parking Issues / Solutions***

There had been issues with one of the units parking in the guest space continuously. Several owners were complaining that the guest space had been being used regularly by some tenants. Several options were discussed such as renting the space out, making a directory that everyone could send out a text when they needed it, penalizing people who regularly use it or if the people who use the guest space you need to put a note on your windshield with your contact info. Ultimately the owners asked for GTPM to create a sheet of paper to be used to put on the dashboard with Name Number and Unit Number staying at.

- ***Rental Charge***

The board had discussed adding a rental charge to those who rent their units out. There were objections. It was discussed that that was what the rental deposit was for and the owner should be notified if issues with tenants. The owners would like for owners to notify GTPM when renters are moving out.

- ***Fence***

The fence is slightly leaning and missing a few lats. Chris Carloss thought that the lats should be replaced. Otherwise everyone was in agreement to leave the fence as is until the siding project is completed.

- ***Siding Project***

Meghan Lori spoke with Build with the Grain and Metal Man regarding the siding. She had obtained two concepts, one with a metal wainscoting and another that was the same but also had metal going up the corners of the building. The rest would be cedar board and bat. The cost was estimated to be in-between \$160k and \$180k. The board discussed possibly getting a HOA loan to cover the expense that wouldn't be covered by the maintenance reserve. The board asked GTPM to look into financing options. Once the project has been financed the association would drop the monthly capital reserve assessment. Anyone wanting to change their windows is encouraged to replace them during the siding project.

## 6. Other Business

Chris Carloss mentioned that several units are storing items in the breezeway. Those in attendance asked GTPM to send out a letter to owners asking them to please not store items in the breezeway or along the fence.

## 7. Adjournment

With no further discussion the meeting was adjourned.

Respectfully Submitted,

Tucker Olsen  
Homeowners Association Manager  
Grand Teton Property Management