

**SOUTH MILLWARD HOMEOWNERS ASSOCIATION
GRAND TETON PROPERTY MANAGEMENT
P.O. BOX 2282, Jackson, WY 83001
(307) 733-0205**

2018 ANNUAL MEETING
July 16, 2018 @ 11:30 am
*Offices of Grand Teton Property Management
The Centennial Building, 610 West Broadway, Suite 203*

MINUTES

1. Attendance

Elizabeth Kelleher

Sami Robinson

Lee Sarno and Mandee Sarno

Bob Norton

Robin Bellamy

Quinn Dilucente

John Stark (via phone conferencing)

Others present:

Tina Korpi, Nina Ruberti and Kelsey Bancroft, GTPM

2. Determination of Quorum

With seven members present either in person or by proxy, it was determined there was a quorum and the meeting was called to order at 11:35.

3. Reading and Approval of 2017 Annual Meeting Minutes

Sami Robinson motioned to approve the 2017 annual meeting minutes, Elizabeth Kelleher seconded, and all were in favor.

4. Financial Review

a. 2017 Year-End review of Actual Income and Expenses

Nina reviewed the 2017 year end actuals pointing out that the total operating revenue was \$24,901, the total operating expenses were \$27,588; amounting to a net deficit of \$2,687. The operating account balance is \$16,307.90 and the maintenance reserve account balance is \$14,059.87 as of 6/30/18.

b. Review of 2018 Proposed Budget

The members reviewed the 2018 proposed budget. There was much discussion as to what sort of repairs and enhancements will be needed to be done. With the uncertainty of future projects the approval of the 2018 proposed budget was tabled until the next meeting is held on July 31st, 2018 to further discuss different discoveries of what is necessary to help improve South Millward and determine what direction the homeowners wish to take.

5. Old Business

a. 2017 Completed Projects

i. Aspen Tree Planted – Parking Lot

The aspen tree that was planted either died or was taken out by the snow plow. It was discussed that the homeowners would like to not replace it but would rather asphalt where it was. GTPM will get bids to put in asphalt.

ii. Siding – rotten boards replaced

NBSI replaced some rotten boards to the siding. There was much discussion that this job needs to be better looked at to make sure that the job was done well. The homeowners requested to meet with NBSI and GTPM to go over what work was done and to see if there should be any other work done to improve what was done along with South Millward as a whole. GTPM will schedule a meeting with Brady Jones with NBSI and will let the homeowners know when this will be.

iii. Painting/Staining – scheduled for spring

The painting/staining has been pushed back until the beginning of August. ARTectural Painting has been busy and have had to push this back a few different times. Members discussed whether the current status of the siding is stained or painted. Lee Sarno stated that if it is painted then the siding cannot be stained and will rather have to be painted. GTPM will contact the painters to confirm what appears to have been used in the past and what will be best for the future.

6. New Business

a. Tree Estimate for Pruning

GTPM has contacted Snake River Tree and Shrub and Arborworks to get a bid on pruning some branches. The homeowners were in favor of having Snake River Tree and Shrub to come and prune the willow branches and a dead cottonwood branch from off the neighboring roof.

b. Gutters – Upper & Lower Roof Line – 637

GTPM contacted Gus the Gutterman to get the gutters on building 637 looked at and get an estimate to repair the leaks to prevent further damage to the siding of the building. There was questioning as to why they would not do the same scope of work on

building 635. GTPM will contact Gus the Gutterman for him to come back and take a look at building 635 to get an estimate for repairing both buildings.

c. Common area cleanliness/general rules and regulations

There was much discussion and questioning as to what the maintenance staff does to keep the common areas clean. The homeowners feel as though they do not need a regular grounds maintenance scheduled and have requested GTPM have South Millward taken off of the regular maintenance schedule.

d. Election of Directors

Elizabeth Kelleher's term is up and she has resigned from the board. Elizabeth Kelleher motioned to elect Quinn Dilucete to the board as president. Robin Bellamy seconded and all were in favor.

Quinn Dilucete – 3 years of a 3 year term (2021)

Lee Sarno – 2 years of a 3 year term (2020)

John Bellamy – 1 years of a 3 year term (2019)

7. Other Business

a. Sprinkler system adjustments

Lee Sarno requested that the time of when the sprinklers come on change to be at night. GTPM will contact Mountainscapes to have them adjust the time of when the sprinkler system goes off at.

b. Several homeowners voiced their concerns with the potholes in the alley way. GTPM will contact the town to put this on the town's radar. It was also suggested that several of the homeowners make a call to the town to get the ball rolling on this matter in a more timely fashion.

e. Dryer Vents –

The dryer vents were cleaned this summer. Mande Sarno made a suggestion to the other homeowners that the cleaning of the dryer vents shouldn't be needed every other year but could be done every 3 years by the HOA per her conversation with the Peak Chimney who did the cleaning. Sami Robinson motioned to have the dryer vents cleared every 3 years. Robin Bellamy seconded the motion and all were in favor. GTPM will make this adjustment to have the dryer vents cleaned every 3 years rather than every other year (next time in 2021).

8. Adjournment

With no further discussion, the meeting was adjourned at 12:58.

Respectfully submitted,
Nina Ruberti
GTPM