

Brookwillow Village Condominium Association

Annual Meeting Minutes

Brookwillow Clubhouse, 2472 Orion Way, Grand Junction, CO

April 13, 2017

Board Members Present

Debbie Thomas

Stephanie Thomas

Bray Property Management

Carrie Grubbs

Sarah Connelley

1. Call to Order

The meeting was called to order at 5:36 p.m. by Carrie Grubbs.

2. Introductions

Carrie Grubbs introduced herself as the new HOA Manager and Sarah Connelley as the HOA assistant.

3. Approval of the 2017 Budget

Carrie presented the 2017 Budget for approval. Carrie stated that the Association is proposing an increase to 2017 dues. This increase is to ensure the association is appropriately funded to meet their current operating expenses and financial obligations. If approved, the monthly assessment will increase to \$165.00, effective June 1, 2017.

A member expressed their concern over the increase in dues. Carrie, with the assistance of the board members in attendance, provided an explanation, summarizing the current expenses and the attempts to lower costs, specifically in areas such as grounds maintenance and trash service, to minimize the increase in assessments.

Resolution: To approve the 2017 Budget as presented.

Motioned: Debbie Thomas

Seconded: Norma Flynn

The motion carried unanimously.

4. Approval of 2016 Annual Meeting Minutes

Carrie presented the January 26, 2016 annual meeting minutes for approval. Carrie stated the meeting minutes were posted on brayhoa.com and have been available for review prior to the meeting.

Resolution: No other discussion being forthcoming, to approve the 2016 Annual Meeting minutes.

Motioned: Debbie Thomas

Seconded: Norma Flynn

The motion carried unanimously.

5. Announcement of Quorum

Carrie stated that quorum had been achieved with the four members present and the four proxies received.

6. Election

Carrie stated that one member was needed for the Board of Directors. There were no nominations from the floor and no additional volunteers.

Debbie Thomas and Stephanie Thomas, the current Board of Directors, will continue to serve for 2017.

7. Close of the Election

There was no further business to come before the election and the election was closed.

8. New Business

a. Decks

The five decks on building 2474 Orion Way are in need of repair. The decks are beginning to show significant signs of deterioration. Management is assisting the Board in obtaining bids for needed maintenance. A special assessment will likely be required to complete the necessary repairs. The association will consult with their attorney with regard to the appropriate handling of special assessments for limited common elements. Upon the attorney's review of this matter, the Board will proceed accordingly.

b. Dumpster

The dumpster has been relocated to the other side of the parking lot, next to the mailbox station. This move was completed in hopes that the community can reduce the number of oversized items being left outside of the dumpster. The removal of these items continues to cost the association a considerable amount on a monthly basis, as any large items or electronics incur additional fees to be disposed of appropriately.

c. Policies

The Board will be reviewing new policies and procedures for the association. These will primarily relate to the covenant enforcement and pet policies, as well as those policies required by the Colorado Common Interest Ownership Act. The Board will provide updates to the membership as further information is available.

d. Landscaping

The grass areas around the community that have sustained damage during the winter months are being assessed and monitored to ensure they rebound and continue to grow during this year's season. Any expense for damage determined to be caused by an owner or tenant's pet (due to urine, digging) will be the responsibility of the owner.

It was brought to management's attention that there has been an issue in past years with regard to over-watering. This matter has been brought to the attention of the landscaper so that it can be closely monitored this season.

9. Adjournment

There being no further business, the 2017 Annual Meeting was adjourned at 6:11 p.m.

Signature

Date