

WELLINGTON III OFFICE BUILDING ASSOCIATION
Annual Meeting Minutes
October 28, 2011
1120 Wellington, 2nd Floor, Grand Junction, CO 81501

Board Members Present

Sharol Hernandez
Dr. William Scott
Dr. Gregg Omura

Brav Property Management Present

Joe A. Mazza, Bray & Company

I. Called to Order:

Meeting was called to order at 5:30 p.m.

II. INTRODUCTIONS:

Management introduced himself and the Board of Directors to the membership. Management also introduced the Representatives from At Home Interior Design; Karleen Middaugh and Donna Hancock. Also present was Richard White from Agape Construction Company.

III. AT HOME INTERIOR DESIGN:

- ❖ Karleen handed out a synopsis of the construction that is taking place at the Wellington III Condominium Association. A copy will be sent to the membership along with the approved budget after the meeting.
- ❖ Karleen & Donna gave a recap of items that are being taken care of at the Wellington III remodeling project. The items are as follows:
 - She asked for a bid to tile ½ of the wall by the children's tables. This bid will be submitted to Management and then forward on to the Board of Directors for approval.
 - Carpeting should be installed by November 28, 2011. Carpet will be installed first on the 2nd floor first and then on the first floor, that should be on the following week or so.
 - She also stated that she would provide a bid to tile around the drinking fountains as the Board agreed that tile around the drinking fountains would be a good idea to reduce damage to the dry wall.

- At this time a decision has not been made in regards to the signs for the owners within the building. Management was given a card on the company that will be preparing the signs. The company that will be preparing the signs is Platinum Sign Company.
- The automatic door should be installed by November 1, 2011.
- There was a discussion on having to replace the screen door that is to the exterior of the building located at Dr. Noffsinger unit.
- There was discussion concerning the exterior tables where people can sit during lunch breaks. Two photos were shown in regards to the type of tables that could be purchased.
- She stated that the wood siding on the walls and the furniture will stay the same.
- There are chains that are necessary to install the stairway lighting and the chains are on order. The wrong size chains were initially obtained with the light fixtures were received.
- Donna stated that the contractors will be grouting the tiles the week of October 31, 2011.
- On display on the first floor are light diffusers that the owners can look at and provide their input as to which light diffusers they like best.
- Management is to check with Preston, Bray Property Management Maintenance Dept, to determine if there is any area within the building to store ceiling tiles.
- Richard from Agape Construction stated that the Association should not wash any of the ceiling tiles when they need to be cleaned. They should just be dusted; if water is used on the tiles it will stain them.
- Management is to contact janitorial and request that they vacuum the chairs on the first and second floors because of the dust from the replacement of the ceiling tiles
- It was discussed amongst the Board and the membership that additional lighting was necessary on the 2nd floor near unit 207. Four additional light panels will be installed in this area.

IV. ART WORK:

Karleen stated that no decision has been made for the art work for the walls in the building.

V. 1st FLOOR BATHROOM TILES:

Motion: Dr. Gregg Omura

Second: Dr. William Scott

Resolution: To approve replacing some tiles on the 1st floor bathroom, cost not to exceed \$950.00.

Motion Approved Unanimously

VI. 2ND FLOOR CEILING LIGHT:

Motion: Dr. Gregg Omura

Second: Dr. William Scott

Resolution: To approve four (4) additional light panels by unit 207.

Motion Approved Unanimously

VII. THANK YOU:

The Board of Directors and Management thanked At Home Interior Design and Richard for taking the time to come before the membership to discuss and provide updates of the remodeling of Wellington III Condominium Building.

VIII. APPROVAL OF OCTOBER 28, 2010 ANNUAL MEETING MINUTES:

Motion: Dr. William Scott

Second: Sharol Hernandez

Resolution: To approve the October 28, 2010 Annual Meeting Minutes.

Motion Approved Unanimously

IX. 2012 BUDGET:

Management asked if there were any questions concerning the budget. There were no questions concerning the budget. Management asked if everyone was in favor of no increase for the 2012 budget. All Homeowners present were in favor of the 2012 budget.

X. 2012 LANDSCAPE BID:

There was a discussion concerning the landscape company and it was requested that Management contact Terry Taylor to obtain a bid for landscaping for the Association. Once this bid is received the bid will be reviewed by the Board of Directors as well as the bid from the current landscaper, PB & J Enterprise.

XI. SNOW REMOVAL:

Motion: Dr. William Scott

Second: Sharol Hernandez

Resolution: To approve having PB & J Enterprises to do snow removal for the 2011-2012 winter.

XII. ELECTION:

Quorum:

Management announced that quorum had been obtained and that a majority of the Homeowners were necessary to obtain quorum. Nine out of twelve owners were present at the meeting.

XIII. NOMINATIONS FROM THE FLOOR:

Management announced that no Owners had stepped forward to run for the Board. Management requested nominations from the floor.

Motion: Dr. William Scott

Second: Mr. Colosimo

Resolution: To nominate Dr. Carl Feghali to run for the Board of Directors.

Management asked if there were any other nominations from the floor. There were no other nominations and nominations were closed. Management announced that since there was only one Owner to run for the Board of Directors there were no write in nominations, Management requested a motion to elect Dr. Feghali to the Board of Directors for a 3 year term.

Motion: Mr. Madrid

Second: Mr. Colosimo

Motion Approved Unanimously

XIV. CLOSE of ELECTION

Management asked if there was any additional information to come before the membership at the election. There was no further business to come before the membership or the Board for the election. The election was closed.

XV. MISCELLANEOUS BUSINESS

A. Organizational Meeting

Resolution: To appoint Sharol Hernandez as Board President; Dr. Scott as Vice President; Dr. Feghali as Secretary/Treasurer.

Motion: Sharol Hernandez

Second: Dr. Carl Feghali

The motion carried unanimously.

B. Landscape Improvements

The Board and the Membership discussed what type of table they would like in the common areas. It was decided to go with the round vs. the rectangular. It was requested that the color would be green or brown.

C. Bray Maintenance

Management discussed with the Board of Directors maintenance costs for the Association. It was decided that Management is to obtain a bid from the current janitorial service, Hughes Janitorial, to change light bulbs in the Dr's offices as well as the common areas; provided that the Dr. Office's bulbs match the common area bulbs that were purchased, as well as to pick up trash around the building.

Bray Maintenance will be on hold until a decision has been made with Hughes Janitorial.

Motion: Dr. Carl Feghali

Second: Sharol Hernandez

Resolution: Bray Property Management's maintenance will be on an "as needed" basis as approved by one of the three Board Members or by Management under the direction of the Board of Directors.

The motion carried unanimously.

XVI. ADJOURNMENT

There being no further business to come before the membership, the meeting was adjourned at 7:07 pm.



SIGNATURE



DATE