

# **Sundance Village Condominium Association**

Bray Education Center

640 Belford Avenue, Grand Junction, CO 81501

Annual Election Minutes

October 3, 2012

## **Board Members in Attendance**

Chris Endresen

Tawni Kelley

Jane Berger

## **Bray Property Management**

Joe A. Mazza

## **Call to Order**

The meeting was called to order by Joe A. Mazza, Property Manager at 5:30 p.m.

## **Introductions**

Management introduced the Board Members to the membership, as well as himself.

## **Approval of the Minutes**

Management stated that the October 5, 2011 Annual Meeting Minutes were emailed to the Board and he had received no response if there were any corrections. Therefore, Management asked for a motion to approve the minutes as presented.

Resolution: To approve the October 5, 2011 Annual Meeting Minutes as presented.

Motion: Kelley

Second: Berger

Motion carried unanimously.

## **Financial Update**

Management provided information concerning financial updates to the Association. Management stated that the financials for December 31, 2011 stated that there was \$4,605.35 in the cash account, \$5,226.60 in the reserve account and \$3,650.00 in the garage reserve account. In the August 31, 2012 financials the cash account had \$2,234.89, the reserve account had \$8,907.15 and the garage reserves had \$6,500.00. No action was required on the reading.

### **2012 Budget**

Management asked if there were any questions in regards to the 2013 budget. There were no questions. Management requested a motion to approve both budgets, \$141.00 per month for the condominiums and \$10.00 per month for the garages or a total of \$151.00 for those owners who own a garage and a condominium.

Resolution: To approve the 2012 budget as presented.

Motion: Endresen  
Second: Kelley

Motion carried unanimously.

### **Landscaping Bid**

Management presented bids from Jay's Lawn Service, PB&J Enterprises, Liqui Green and Bookcliff Gardens. Management requested that the Board table the bids to allow them time to review the bids. The Board can notify Management as to which bid they approve.

Resolution: To table the landscape bids until further notice.

Motion: Berger  
Second: Endresen

Motion carried unanimously.

### **Election**

#### **Announcement of Quorum**

Management announced that quorum was achieved. 20% of the memberships either in person or by proxy were necessary to conduct the meeting. Eight (8) owners were present either by proxy or in person; therefore quorum had been achieved.

#### **Nominations from the floor**

Management asked if there were any nominations from the floor. There were no nominations from the floor.

Resolution: To close nominations from the floor.

Motion: Endresen

Motion carried unanimously.

### **Elect the Slate as Presented**

Since there were two owners running for the Board of Directors and there were no write-ins, Management asked for a motion to elect the slate as presented. The Board Members who were running for re-election were Chris Endresen and Tawni Kelley.

Resolution: To elect the slate as presented.

Motion: Severin  
Second: Endresen

Motion carried unanimously.

Board Members will serve for a term of three years.

### **Close of Election**

Management asked if there was any further business to come before the election. There was no further information to come before the election, and the election was closed.

### **Reorganization**

Management asked if the Board wanted to make any changes to what positions they would hold on the Board of Directors.

Resolution: The Board would hold the same positions. Board President will be Endresen; Vice-President, Berger; and Secretary / Treasurer, Kelley.

Motion: Berger  
Second: Endresen

Motion carried unanimously.

### **Bad Debt Expense**

Management presented information concerning writing off bad debt on past homeowners due costs involved in attempts to collect from prior owners.

Resolution: To write off past homeowner balances after the recommendation of Joyce Rausch in Bray Accounting and after the super lien has been collected.

Motion: Endresen  
Second: Berger

Motion carried unanimously.

**Draft Reserve Study Policy & Procedures**

Management provided a draft Reserve Study Policy and Procedure to the Board of Directors to approve. Management asked that the Board review the policy and advice to Management by October 12, 2012 as to whether or not they approve the policy and if so, to have Chris Endresen, Board President, sign the policy. It will be mailed to the membership if approved by the Board of Directors.

**Questions from the Floor**

Management was requested to contact the current landscaper to confirm that trees were under warranty and to replace three (3) trees that were dead. The trees along Thunder Mountain that were initially planted by PB&J Enterprises had survived the 2011-2012 winter, but there were three (3) others throughout the community that had died and need to be replaced; they should be under warranty. There were also questions concerning toilets that continuously run water. The Board recommends that owners check the toilets in their unit to confirm that they are properly working in order to save water and reduce the water expense.

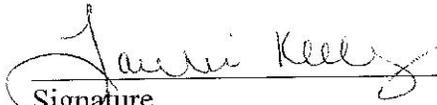
There were no further questions from the floor.

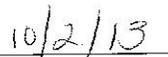
**Next Meeting**

Management announced that the next annual meeting and will be held in October of 2013.

**Adjournment**

There being no further business to come before the membership at the annual meeting, the meeting was adjourned at 6:08 p.m.

  
Signature

  
Date