

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION
ANNUAL HOMEOWNER MEETING
JANUARY 20, 2018**

I. CALL MEETING TO ORDER

The Woodbridge Inn Condominium Association Annual Homeowner Meeting was called to order at 2:06 p.m. in the Frisco Senior Center.

Board Members Present Were:

Wayne McCorkle, President #302	Doug Sullivan, #104
Bill McCall, #106	Jamie Lewis, #301

Homeowners Present Were:

Melvin McCorkle, #302	Stephanie McCorkle, #302
William Danley, #206	Lindsey Galbraith, #314
Pam Dziedzina, #102	Samantha Kish, #201
Kris Ann Knish, #208	Simon Lewis, #301
Lynn Monahan, #307	Jim Meyer, #103

Representing Basic Property Management were Gary Nicholds, Eric Nicholds, Jason Blarjeske and Patti Vande Zande. Margot Mayer of Summit Management Resources was recording secretary.

II. PROOF OF NOTICE/QUORUM

Notice of the meeting was sent in accordance with the Bylaws. With 39% of the membership represented in person and 22% by proxies a quorum was reached.

III. APPROVE PREVIOUS MEETING MINUTES

Jamie Lewis motioned to approve the January 21, 2017 Homeowner Meeting minutes as presented. Doug Sullivan seconded and the motion carried.

IV. FINANCIAL REPORT

Patti Vande Zande reported that as of December 31, 2017 the Operating Cash balance was \$79,985 and the Reserve balance was \$94,927. The Accounts Receivable balance was a credit of \$7,494 due to prepaid dues. The Association ended 2017 with combined Operating and Reserve Net Income of \$51,338 versus a budget of \$21,445.

There was a Clubhouse remodel project earmarked in Reserves for 2017 that was not completed. Halfway through the year there was a boiler issue in the east building and repairs totaled about \$16,000. The Board felt that it was more important to fix the boiler than remodel the Clubhouse. There have been significant leak issues and improvement of the second floor of the west building will be done in 2018. The front of Units 105 to 107 and the front of the east building will be completed as well. One of the boilers has a water injection system to maintain the pressure but there is a slow leak somewhere in the system. Owners were reminded to ensure the heat is kept on in their units when they are unoccupied since there is no glycol in the heating system.

An owner asked why the Landscaping and Cable accounts were over budget. Patti Vande Zande explained that internet was an unbudgeted expense. Jamie Lewis said the railroad ties by the exit to the larger building garage were removed and replaced with a rock retaining wall.

Wayne McCorkle reviewed some of the capital expenditures: repaired the planters in front of east building, crack sealed the parking lot (an annual project) and refinished the stairs and walkways on both buildings. The Clubhouse remodel will be done this year.

Melvin McCorkle motioned to approve the financial report. Lynn Monahan seconded and the motion carried.

Simon Lewis motioned to ratify the 2018 Budget as presented. Kris Ann Knish seconded and the motion carried.

V. MANAGEMENT REPORT

1. Prime Star Update – Gary Nicholds said that the project will be completed this year.
2. Hot Tub Bromine Feeder – The circuit board was repaired.
3. Siding Issue – Prime Star secured siding where nails had popped out.
4. Parking Sign Installation – A 10’ “No Parking sign” was installed.
5. Garage Striping – Mountain Striping restriped the garage.
6. Retaining Wall – This project was discussed earlier.
7. Exterior Lights Replaced – The exterior lights have been replaced with LEDs.
8. First Floor Back Deck Repaired – The deck was repaired.
9. First Floor Leak/Garage Ceiling Repair – The leak has been repaired. The problem resulted from a plumber who accidentally cut off the heat instead of the water. In order to prevent such problems in the future, all valves have been numbered and a sign was installed with instructions for shutting off the water. Owners should coordinate water shut off with Basic Property Management. Owners were encouraged to install isolation valves when they remodel their kitchen or bathrooms.
10. Ceiling Repair in Boiler Room – A 1” pipe opening was fixed.
11. Pet Waste – There has been a problem with dog waste and dog urine, especially on the second floor of the west building. Emails with photos were sent to the owners but no one is taking responsibility. Picking up pet waste is not a management company responsibility. The Board will discuss this issue at their next meeting. An owner commented that there is a large dog often running loose at the property. Wayne McCorkle asked owners to take photos and send them to the Board so the violator can be fined.

VI. PRESIDENT’S REPORT

Wayne McCorkle said that the boiler has been addressed. Trees around the east building were pruned. He asked owners in the west building to provide feedback on any items needing attention. A tab was added to the Association website www.woodbridgeinn.org to access all Association documents. A “Contact Us” tab was added where owners can send an email to a group, which includes all Board members. Owners can also report issues to woodbridge_mgrs@woodbridgeinn.org.

Wayne McCorkle reported that the Board spent a lot of time discussing the Clubhouse remodel. Leads for contractors were received and plans will be implemented this year in April and May. The Board will communicate the schedule for the project to the membership. Kris Ann Knish asked if the Board has a rendering of items that will be added to the Clubhouse. There will be no structural changes to walls other than converting the closet to a shower. There is a television included in the budget.

VII. NEW BUSINESS

A. Common Elements/Parking

Storing items in common elements is not allowed. Trailers, campers, buses, boats and snowmobiles (even on the back of a pickup truck) are not allowed on the property. The length limit to park in the garage is 18 feet.

B. Trash

Trash should be thrown into the dumpster or kept in the unit. There have been problems with trash left on walkways or in the garage.

C. Basic Property Management Responsibilities

Basic Property Management is not responsible for turning on heat in units before owners arrive.

VIII. OWNER COMMENTS

A. Lighting on East Building Stairways

For safety reasons, the lighting in the east building stairways should be left on 24/7. Gary Nicholds recommended changing the bulbs to LEDs.

B. Washer and Dryer in Clubhouse

An owner asked if a new laundry equipment was included in the Clubhouse improvement plan. Jamie Lewis said this was not part of the budget. The Board was asked to consider adding this equipment because the existing equipment is small.

C. Signage

An owner requested installation of a sign that reads "Pick Up After Your Pet".

D. Clubhouse

Kris Ann Knish said she lives above the Clubhouse and sometimes it is very noisy. She was not in favor of adding a television in the Clubhouse. There was general discussion of the pros and cons of adding a television to the Clubhouse.

Melvin McCorkle motioned to install a television in the Clubhouse. Doug Sullivan seconded. Four owners were in favor and twelve owners were opposed and the motion did not carry.

E. Pets

Jim Meyer proposed a follow up on the suggestion to change the Declarations regarding renters being allowed to have pets. Jamie Lewis said it should be determined if the problems are caused by owners or renters. Wayne McCorkle thought it would be difficult to get enough owners to vote to make a change to the Declarations. He suggested polling the owners to determine the level of support for such a Declarations change.

Topics addressed during discussion included that such a change may result in loss of rentals, some realtors recommend prohibiting pets because of the potential for damage to the unit, some people have allergies and do not want pets in their unit, it is difficult to distinguish between owners and renters, some owners purchased at Woodbridge because of renters being allowed to have pets, it is difficult to prevent dogs from relieving themselves close to the building and there is too much yellow snow. The Declarations as written state that two pets are allowed per unit. Owners can decide if they want to allow their renters to have pets.

Wayne McCorkle noted that it has been difficult in the past to get enough responses from owners for surveys. He asked for a show of hands regarding support for sending a survey to owners about changing the Declarations to prohibit renter pets. There were 15 owners in favor and none in favor of leaving the Declarations as is.

IX. BOARD ELECTION

The terms of Jamie Lewis and Jill Merrill expired. Jamie Lewis indicated her willingness to serve an additional term on the Board. Jill Merrill was not running again.

The floor was opened for nominations and Samantha Kish self-nominated. Wayne McCorkle motioned to elect Jamie Lewis and Samantha Kish by acclamation. The motion was seconded and carried.

X. SET NEXT MEETING DATE

The next meeting was scheduled for date for January 12, 2019.

XI. ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 4:03 p.m.

Approved By: _____ Date: _____
Board Member Signature