

Approved – 5-9-2019

**WILLOWS CONDOMINIUM ASSOCIATION, INC. PHASE I  
MINUTES - ANNUAL MEMBERSHIP AND BUDGET MEETING  
March 15, 2018 @ 10:15 A.M. (MST)**

The annual membership and budget meeting of the members for the Willows Phase I Homeowners Association was held on March 15, 2018 at 10:15 A.M, at the home of Tingate and Mandie Jue, located at 250 E. Pacific Street, Unit #2 in Telluride, Colorado.

1. Roll call, determination of quorum and certification of proxies.  
Peter Glaser and Charles Glaser, Unit 3R and Mandie and Tingate Jue, Unit 2R and Jennifer DiFiore were present.  
Also present: Judi Balkind – HOA Manager  
A quorum was deemed present and the meeting was called to order.
2. Motion to approve/waive notice of meeting.  
***Peter Glaser made a motion to approve notice of the meeting. Motion seconded by Tingate Jue and passed unanimously.***
3. Reading and approval of the Minutes of the March 3, 2017 Membership Meeting. ***Peter Glaser made a motion to approve the Minutes of the March 3, 2017 Annual Membership Meeting. Tingate Jue seconded and motion passed.***
4. Election of Directors.  
***Peter Glaser made a motion to elect the Jen DiFiore for a 3 year term for the open director's position and motion seconded by Tingate Jue and passed.***
  - ❖ Open position - Jennifer DiFiore
  - ❖ One year term-Charles Glaser
  - ❖ Two year term- Tingate Jue.
5. Election of Officers.  
***Peter Glaser made a motion to keep the slate the same as last year - Tingate Jue as President, Jennifer DiFiore as Vice-President and Charles Glaser as Secretary/Treasurer. Mandie Jue seconded the motion and motion passed.***
6. Reports of committees – N/A
7. Unfinished Business
  - a. Financial Statement Review for FY 2017.  
The Profit and Loss 2017 statement reflected a loss of income of \$5,258.10. Expenses over budget were General Maintenance Repairs: Drywall in garage/Installation of a 240 Volt circuit for heat tap/replacement of motion sensor, Boiler repairs which included a New Techmar system and Roof snow removal. No further questions. ***Tingate Jue made a motion to accept the financials as presented. Peter Glaser seconded the motion and***

***motion passed.***

**b.** Special assessment for the following repairs:

- Exterior Staining – \$6,300 – Completed
  - Replace gutters on second floor - \$2,085 –Completed
  - Repair of the “cantilever posts” holding the upstairs deck - \$600 –Completed.
- c. Tingate Jue noted that Jen DiFiore had requested a new door handle for her exterior door leading into her commercial space. Tingate Jue made a motion to replace the door handle at the HOA’s expense. Peter Glaser seconded the motion and motion passed. (This was approved at last year’s meeting)

8. New Business

a. Review Title Documents –GCE and LCE areas in the garages. – Completed.

b. Adding additional storage units. –Completed.

c. Painting of Lines in garage for parking spaces. –Completed.

**d.** Proposed Budget Review FY 2018. The budget was presented with no increase in dues and discussion ensued. ***Peter Glaser made a motion to adopt the 2018 budget as presented. Tingate Jue seconded the motion and motion passed.***

e. Proposed Special Assessment OR Include additional expenses in 2018 Budget for the following repairs:

- New Elevator Door – A bid was presented from Custom Colorado Lifts for replacement of the elevator door. Discussion ensued. Tingate Jue made a motion to have him pay 2/3 of the cost of the repair, The Glasers pay 1/3 and Jen DiFiore will not be required to pay anything on this repair. Motion seconded by Peter Glaser and passed.
- New Keypad Lock – A bid was presented from John Weaver, Telluride Locksmith for a programmable key pad lock. Discussion ensued. The members asked if a second bid could be obtained from Mr. Lock for comparison. Jen DiFiore made a motion to approve the installation of a new lock and installed during the off season. Tingate Jue seconded and motion passed. This would be a special assessment.
- Review Inspection report and Masters Security recommended repairs. The independent insurance report was presented to the owners. The report included mandatory recommendations of Fire Alarm system verification and Combustible materials near hot water heaters.
- Master Security – bid for replacing 8 devices was presented. Discussion ensued. Tingate Jue made a motion to approve this bid. Peter Glaser seconded and motion passed. This will be included in a special assessment.
- Clean out closets in garage – fire hazard per Insurance company mandatory requirement (see above). Tingate Jue made a motion to request that all members remove their personal belongings from these closets by May 1<sup>st</sup> in order to ensure quick access to the mechanical devices located in these rooms. Peter Glaser seconded the motion and motion passed.

- Other. – Painting of Hallways in common area. Discussion ensued and a request was made to get bids to paint the entry hallway and the hallways to the second and third floor. Bids will be reviewed to the members for approval. This will be a special assessment.

9. Adjournment. **Peter Glaser made a motion to adjourn. Motion seconded by Tingate Jue.**

Respectfully submitted,

*Judi Balkind*

---

By: Jarmik Property Management Inc.  
Judi Balkind, HOA Manager