

*DRAFT*  
**LIVERY HOMEOWNERS ASSOCIATION**  
**Annual Meeting Minutes**  
**October 10 2019, 10:00 A.M. (MST)**  
**Wilkinson Public Library – Meeting Room #6**  
**Telluride, CO**

1. Roll call, determination of quorum and certification of proxies. Board members Present: Clifford Hansen, President; Cara Nakata (Res 2A), Vice President, Sue Easthope (Res 1C), Secretary/Treasurer.  
By Phone: Tom Easthope (Res 1C), Basia Holub (Res 2C); Paul O'Rourke (Res 2B); Thomas Boudreau (Res 1B), Aric Malloy (Res 1A)  
Also Present: Judi Balkind, HOA Manager It was determined that we have a quorum.
2. Motion to approve/waive notice of meeting. ***Cara Nakata made a motion to approve the notice of the meeting. Sue Easthope seconded the motion passed unanimously.***
3. Review and approval of the Minutes of the Annual Member meeting on the March 22, 2019. ***Thomas Boudreau made a motion to approve the minutes of the March 22, 2109 meeting minutes. Cara Nakata seconded and the motion passed unanimously.***
4. Financial Review
  - a. Actual vs Budget 2019: Judi presented the financial review to the membership. Currently under budget annually by \$6K. Discussion ensued. Operating Account \$15K through end of year and \$10K in Reserve.
  - b. Proposed 2020 Budget and Dues: Judi presented her recommendation to the membership. ***Sue Easthope made a motion to approved the Budget to remain as presented for 2020. Clifford Hansen seconded the motion and it passed unanimously.***
5. Election of Directors: All positions are currently filled, this will be tabled until the next annual meeting in 2020.
6. Building Manager Report:
  - a. Common area sconces are deteriorating: No decision has been made on action to repair or replace. Stairway light needs motion sensing adjusted or replaced, and a few lights need bulbs. Discussion ensued. Judi and Sue will work together to address the light issues. Several owner's indicated that their lights outside units are not working and it is not a bulb issue. Judi indicated that she would get an electrician to take a look at the fixtures.
  - b. Building Security Discuss how to secure storage and mechanical rooms. Judi suggested a key pad lock be placed on the door for better security and access. Discussion ensued. Clifford suggested getting an estimate to run a duct into the chase that runs through his unit to see if that is a feasible solution.
  - c. Snowmelt: System is still leaking, if we have a big snow year, we will need to

have shoveling done. An estimate is necessary to budget for cost. Clifford recommended that we check into possible repair of the system this year. Discussion ensued. Andy Vandenberg was called to discuss the possibility of completion this year with the membership. Additional discussion ensued. Clifford has a bid for concrete of \$7K and will check to see if they could do this work this year. Andy will check with Town to see if we can pull a permit. ***Aric Malloy made a motion that we continue with the glycol usage through the winter with San Miguel Building and Spa providing backup for the system. Cara Nakata seconded and the motion passed unanimously.***

d. Repair of NW corner of Livery building: Completed and paid for by insurance.

7. New Business:

- a. Decks closed at 10:00 pm: Apparently when renters are present the noise level is an issue. Recommendations made to put signs up which indicate quiet time of 10:00 pm in rented units and on the deck area.
- b. Assigned Parking at all Times: One space per unit, with one guest parking spot which is made available to those requesting it on a rotating basis. Recommendation made to remind the property managers of the parking available to each unit.
- c. Garage door combo changed every month or quarter: ***Aric Malloy made a motion to change the code one time per year on June 1st. Cara Nakata seconded the motion and the motion passed unanimously.***
- d. Common area quiet times: 10:00 pm to 8:00 am
- e. Common exterior hallway swept regularly and trash removed: Andy's crew does not do this automatically, only when requested. It was recommended that it be done once per month. If Andy's crew is unable to do this, we will look at hiring another vendor to do this. Request was made to pressure wash the alley way more than once per year due to dog urinal smell.
- f. Garage cleared of garbage, not a storage area: If owner's have large items to have removed, please notify Judi so that we can arrange a special pick up by the trash company.
- g. Welcome letter to renters with HOA policies and procedures, mandatory sign off by renters and fines for owners: Cara discussed this with the owners.
- h. No smoking building including decks and sidewalks: Even with no smoking signs we are still dealing with people from restaurant sitting on wall and smoking.
- i. Bike rack in parking spot by door leading to basement: Sue indicated that it would be nice to have a bike storage area available. ***Sue Easthope made a motion to purchase a bike rack and locate it in the garage in the basically unusable parking space due to the space being so small. Aric Malloy seconded the motion and the motion passed unanimously.*** Judi Balkind and Sue will research the best option available.
- j. Other: Repairs to Basia Holub's unit. Andy will be going by next week to look at the damage. Bob Greene's issue with the heat, was discussed above. Aric indicated that the large snowfall last year, caused a roof avalanche which caused damage to his grill and railing on his deck. Would like to recommend some roof snow bars, clips or fences, or possible heat tape, to eliminate this going forward.

Judi will work with Andy to get this addressed. At a minimum, we will have the snow removed in a more timely fashion.

9. Next Member Meeting: TBD 2020
10. Adjourn: *Aric Malloy made a motion to adjourn.*

Respectfully submitted:

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

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