

DRAFT
CORNET CREEK #4 HOMEOWNERS ASSOCIATION
MINUTES OF
ANNUAL MEMBERSHIP MEETING

238 East Colorado Avenue, Suite #9, in Telluride, CO
November 20, 2012, 2012
3:00 P.M.

The annual meeting of the members of the Cornet Creek #4 Homeowners Association was held on November 20, 2012, at 3:00 P.M., at the office of Jarmik Property Management, Inc. in Telluride, Colorado.

1. Calling of Roll and Certifying of Proxies.

Owner Members Present in Person or via Conference Call: Stephanie Zodtner, (Unit 401), Dan Lynch and Joe Carena (Unit 400), Diane Downs (Unit 202), Bill Coppola (Unit 403) and Michael Reiter (Unit 404)

Owner Members Present by Proxy: None.

Absent: None.

Also Present: Judi Balkind, HOA Property Manager

Judi Balkind called the roll and a quorum was deemed present and the meeting was called to order.

2. Motion to Approve/Waive Notice of Meeting.

Dan Lynch moved that adequate notice was given of the meeting. The motion was seconded by Bill Coppola. The motion passed.

3. Reading and Approval of the Minutes of Special Membership meeting of January 24, 2012.

Michael Reiter made a motion to approve the Minutes of the Special Membership meeting of January 24, 2012. Dan Lynch seconded and motion passed.

4. Election of the Executive Board.

a. Election of three board members.

Michael Reiter nominated Bill Coppola, Stephanie Zodtner and Diane Downs to continue as members of the Board of the Association. Bill Coppola seconded the motion. Motion passed unanimously. Bill Coppola made a motion to elect Stephanie Zodtner as President, Bill Coppola as Secretary/Treasurer and Diane Downs as Vice-President. Stephanie Zodtner seconded the motion. The motion passed.

5. Reports of Officers. None.

6. Reports of Committees. None.

7. Unfinished Business.

- a. Review 2012 Financials. The 2012 Profit and Loss statements through November 6 were presented with a variance report. It is anticipated that all expenses will be near or on budget. No further questions.
- b. Discussion on "amended" Declarations, By-laws and Rules and Regulations. It has been noted again to the members that parts of the Declarations for the #4 South Cornet Creek are hard to read. The Declarations were filed and recorded with the San Miguel County Assessor's office but there is no clear, clean copy. Discussion ensued. Stephanie Zodtner stated she thought she had a clean copy of the Declarations. Michael Reiter moved to obtain a clean copy of the Declarations from Stephanie Zodtner and

send to all their members. Each member will review and compare to the master documentation. The members will decide at the next meeting if additional steps will be taken to obtain “amended” declarations. Stephanie seconded the motion and motion passed unanimously.

8. New Business.

- a. **Review and discuss proposed 2013 budget – Dues remain the same.** The proposed 2013 budget was presented to the members, noting the Operating dues would remain the same but before approving the budget the Reserve Funding needs to be addressed. (see b. below)
- b. **Discuss the need for Reserve Funding at least 10% of operating expenses.** Judi Balkind noted to the members the reserve fund had not been funded for the last two years per a motion made by a member at the 2011 membership meeting duly seconded and passed. Judi noted mortgages companies are requiring that Homeowners Association need to reserve at least 10% of the operating dues in order for mortgages to be granted. Judi also noted the age of the building and the probability of capital reserves in the near future. Discussion ensued. Michael Reiter made a motion to approve the 2013 budget with an additional 10% Reserve assessment for 2013. Dan Lynch seconded. Stephanie Zodtner did not approve the motion. All other owners approved so motion carried with a majority vote.
- c. **Disposal of trash properly – Locking of trash containers to avoid fines form the town.** It was noted to the members the bears were continuing to be attracted to the trash area and part of the issue was due to the continued storage of oil from the bar “There”. There were additional latches installed on the trash shed area but the bears are back in full force. The Town of Telluride will assess heavy fines for non-compliance with locked trash containers. Discussion ensued. The members agreed to notify their tenants and guests of the rules for the trash containers.
- d. **Discuss the common area spaces – i.e. no storing of items in common areas spaces.** Stephanie Zodtner noted to the members there has been unauthorized use and storing of items in the common area spaces. i.e. bicycles, benches and chairs are placed on the front area of “There”. Some additional items are also being stored in the trash container area. The members agreed that no use of storing items in the common areas will be allowed unless approved by the Board. All members were asked to notify their tenants/guests of this rule.
- e. **Registering of HOA with the Department of Regulatory Agency – Annual cost of \$45/year.** It was noted to the members that #4 South Cornet Creek Association is registered with the Department of Regulatory Agency for an annual fee of \$45/year. The association’s periodic report is also filed annually with the Secretary of State. These fees are requirements of the state of Colorado.
- f. **Prompt payment of HOA dues.** The manager, Judi Balkind requested the prompt payment of dues from each owner. The dues are paid quarterly and payment is needed on a timely basis.
- g. **Discuss issues with Tenant in CC400.** Stephanie Zodtner informed the members of the ongoing problems with the tenants – “There” in CC400. She identified the noise issues, huge oil stains outside the trash area and on the carport driveway from the oil containers from the restaurant, the black grease streaks along the carport and the continued unauthorized use of storing items in the common areas. Discussion ensued.

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The owners of Unit 400 have been working with the tenant to seek remedies for these issues and will continue to do so.

h. **Other.**

- Roof Inspection. It was noted the roof is aging and an inspection of the roof is suggested. Michael Reiter made a motion to hire a roofer to inspect the roof in the spring and give us a report on the condition of the roof. Dan Lynch seconded and motion passed unanimously.
- Erosion in the back of the building. Bill Coppola noted the erosion in the back of the building on the North side of the property near Cornet Creek. He suggested looking at this area in the spring to determine if any type of landscaping could be installed to shore up this area of the building. It was noted to the members the Town of Telluride worked on the bridge and surrounding area a few years ago and worked with the surrounding properties for access.
- HOA update. Michael Reiter requested a report on the progress of maintenance problems, tenant/guest issues and the general scope of the Homeowners association. He felt a quarterly report would keep the owners informed of the events occurring at the property, identify problems and find quicker resolutions.
- Parking in the back area. It was noted to the members there are vehicles that continue to park in the back area. The owners of the vehicles have been notified that their vehicle is in a "no parking" area, however they continue to park in the area blocking other owners from access their parking spaces in their garages. Owners are asked to notify their tenants of the No parking rule.
- Website. It was noted to the members there is a website - www.jarmikproperties.com which is updated with all necessary HOA documents. Click on properties managed, then Cornet Creek. Judi noted the Declarations, By-laws, Budgets, Insurance Dec pages and Minutes to Meetings are posted on this site. She has asked that owners pass this information to their real estate agents and property managers for information regarding the association. Also, the tenants and guests should be dealing with either the owner of the unit or the property manager first and should not be calling the HOA manager.

There being no further comments, **Michael Reiter moved that the meeting be adjourned and Bill Coppola seconded the motion. The motion passed.**

Respectfully submitted,

_____/jlb/
By: Jarmik Property Management, Inc.
Judi Balkind, Cornet Creek # 4 HOA Manager