

**RIVERVIEW CONDOMINIUM ASSOCIATION  
ANNUAL MEMBERSHIP AND BUDGET MEETING  
OCTOBER 6, 2011, 4:00 P.M. (MST)  
TELLURIDE, CO 81435  
MINUTES**

The annual membership and budget meeting of the Riverview Condominium Association was held on October 6<sup>th</sup>, 2011 at 4:05 P.M.

**MOTION** by President Gavin, seconded by Nick Farkouh, to convene the meeting  
**A voice vote approval was unanimous.**

**1. Roll Call and certification of proxies**

**Member Present:** Fred Hassig - unit 1A

**Members by Phone:** Brian Gavin, Board Present - unit 2B

Tim Cunningham- unit 1B

Nick Farkouh - unit 2C

**Members by Proxy:**

Sharisse Johnson - unit 2A

RCH Investment by Kati Marton - unit 2D

**Non-members Present:**

Judi Balkind, HOA property manager

Harley Brooke-Hitching, Secretariat

Judi Balkind declared a quorum of greater than 50% with 66.3% represented.

**2. Proof of notice of meeting or waiver of notice**

**MOTION** by Brian Gavin, seconded by Tim Cunningham, to confirm that the notice of meeting requirement had been met.

**A voice vote approval was unanimous.**

**3. Approval of the minutes of the August 19, 2010, Annual Membership Meeting**

**MOTION** by Brian Gavin, seconded by Tim Cunningham to approve the minutes of the August 19<sup>th</sup> 2010 meeting as presented.

**A voice vote approval was unanimous.**

**4. Reports of Officers**

Nick Farkouh noted the roof leaking over 2C and 2B, and water damage on the north face of the building. He asked that the property manager call Telluride Roofing for an inspection and report. Balkind reported that she had entered 2C but water damage was not found at that time. Nick requested a full inspection within 3-5 days and that the company call him to discuss the findings.

Members questioned the roof heat tape repair, need and estimate; Farkouh volunteered to inspect the condition of the heat tape on Friday, October 21<sup>st</sup>.

**5. Reports of committees. None**

## **6. Election of Directors**

**MOTION** by Fred Hassig, seconded by Tim Cunningham, to re-elect Brian Gavin to a three year term.

**A voice vote approval was unanimous.**

Tim Cunningham and Nick Farkouh confirmed that they would continue their terms.

## **7. Unfinished Business**

Financial statement for FY 2010 was reviewed.

Judi Balkind highlighted line items under budget and over budget:

### **Under budget:**

- Roof snow removal
- Snow melt/boiler repairs
- Ground Snow removal
- Window washing
- Roof Repair
- Water/sewer

### **Over budget:**

- Trash/recycling
- Insurance, both flood and liability
- Alarm systems

## **8. New Business**

### **a. Proposed Budget Review FY 2011.**

Balkind noted the increase in the reserve fund of \$226, 10% of the operating expenses. Brian Farkouh commented that 10% has become a national standard for most mortgage companies.

**MOTION** by Brian Gavin, seconded by Fred Hassig, to approve the 2011 budget with the increase of \$226 in the reserve fund to equal 10% of the operating expenses.

**A voice vote approval was unanimous.**

Judi Balkind noted that the increase would add \$37-\$39 per unit each quarter.

Review of 2011 Budget vs Actual:

- 1) The heat exchange had to be replaced for failure
- 2) A pipe from boiler to the building exterior was replaced and a box built around the exterior.
- 3) Creative Remodeling replaced dry wall in boiler room (screwed in for future removal)
- 4) The water/sewer lines froze and new heat tapes were installed. Balkind has engaged Stanfield Plumbing to inspect operations of tape. An insurance claim paid \$2,600.
- 5) Cunningham and Balkind had discussed the garage ceiling and suggested that it be observed for the winter before repairs are made.

### **b. Proposed Budget Review FY 2012**

Judi Balkind cited inclusion of a 6% increase in the budget based on the following expenditures of 2011:

- Increase in liability & flood insurance costs.
- Increase in roof repairs.

**CONSENSUS** to defer repair for another year

Judi Balkind noted 2012 cost increases of flood and liability insurance, increased general maintenance, and electric, water and sewer increases. She also noted a decrease in the boiler repairs and roof snow removal line items.

Judi reviewed the dues increase schedule based on 6% increase.

**MOTION** by Tim Cunningham, seconded by Nick Farkouh, to approve the 2012 Budget  
**A voice vote approval was unanimous.**

**c. Discussion of funding capital reserve account**

Nick Farkouh reiterated that big expenses are inevitable for an aging building. Fred Hassing suggested that the HOA wait until funds were needed and then assess the owners and not presently build up reserves.

**CONSENSUS** not to increase the reserve fund at this time

**d. Other**

Judi Balkind gave the property management web-site: [www.jarmikproperties.com](http://www.jarmikproperties.com) which will post meeting minutes and financial information for transparency as required by the Common Interest Ownership Act (CCIOA). A \$9 annual filing fee is due DORA, Department of Regulatory Agencies.

**MOTION** by Fred Hassig, seconded by Tim Cunningham to adjourn 5:04

Minutes submitted by Harley Brooke-Hitching of Secretariat

**Attachments:**

October 6<sup>th</sup>, 2011, meeting agenda

Minutes of the August 19<sup>th</sup>, 2010, annual membership and budget meeting

2010 profit & loss statement, budget vs. actual

2010 balance sheet

Telluride Roofing, Inc. estimate for heat tape replacement

2011 profit & loss statement, budget vs. actual

2012 profit & loss budget overview

2012 proposed dues budget