

**WEST VILLAGE CONDOMINIUM ASSOCIATION
ANNUAL OWNERS MEETING
JANUARY 7, 2016**

MINUTES

CALL TO ORDER

Steve Stafford called the meeting to order at 6:00 p.m. The meeting was held in the conference room of Alpine Bank, 205 Chambers Avenue, Eagle, Colorado. Steve asked everyone to introduce themselves and they did so.

ATTENDANCE

Board Members in attendance were as follows:

- Rachel Gerlach, Unit E-101
- Jane St. Jean, Unit A-102

Other owners in attendance were as follows:

- Jenni Marquez, Unit G-201
- Alex and Pat Huck, Unit I-201
- Diana Hearne, Units G-101 and I-101
- Ellen Gannon, Unit G-202
- Bruce Norring, Unit F-102
- Michele Ziccardi, Unit A-201

Owners in attendance by proxy were as follows:

- Joy Ariel, Unit G-102 by proxy to Rachel Gerlach
- Carol Ann Glasson, Unit I-202 by proxy to Rachel Gerlach
- IPC Investpros, LLC, Unit D202 by proxy to Rachel Gerlach
- Triple Z Investments, Unit C202 by proxy to Rachel Gerlach
- Charles and Stephanie Broschinsky, Unit E102 by proxy to Rachel Gerlach

Others in attendance were as follows:

- Steve Stafford, Slifer Management Company, Inc.
- Claudia Wells, Choice Bookkeeping

ESTABLISHMENT OF QUORUM

Steve Stafford informed those present that pursuant to the Bylaws, the presence in person or by proxy of 25% of all votes entitled to be cast at an annual owners meeting shall constitute a quorum. Since the owners present in person and by proxy represented 37.4039% of all votes entitled to be cast, a quorum was established.

APPROVAL OF MINUTES

Steve Stafford had emailed the Minutes from the previous Annual Owners Meeting, which was held on December 1, 2014, to the members of the Association. The Minutes were included in the Annual Meeting Notice that was emailed to all members. Steve asked those present if anyone had any questions or comments and there were none. The Minutes were then approved.

REPLACEMENT RESERVE FUND

There was a brief discussion about the replacement reserve fund. There was a consensus that the replacement reserve study should be updated sometime in the next year or two.

ICE MELT

There was a brief discussion about ice around the complex. Steve Stafford informed those present that he has asked the snow removal company and his own maintenance techs to keep an eye on the ice melt buckets to make sure that they have sufficient ice melt in them and to also spread ice melt whenever they are on the property and notice ice on any of the sidewalks. The gutters are not functioning partly because they don't have heat tape in them and also because leaves were not cleaned out of them prior to the start of winter. One owner suggested screens over the top of the gutters to keep leaves out.

FINANCIAL STATEMENTS / 2016 PROPOSED BUDGET

Steve Stafford noted that the most recent financial statements had been emailed to all members of the Association at the same time as the Notice for the Annual Meeting. The financial statements included the following:

- November 30, 2015 balance sheet
- November 2015 profit & loss budget performance report including year-to-date budget comparisons
- January through October 2015 profit & loss budget performance report including 2015 year-end projections and the proposed 2016 budget

Claudia Wells presented the financial statements and proposed budget to those present. A discussion followed and it included the following topics.

JANITORIAL SERVICES

There was a discussion regarding the janitorial services that were currently being provided by JerryMaster Janitorial. No consensus was reached regarding how often the common stairwells need to be cleaned. Although those present thought that JerryMaster Janitorial was doing a good job, they weren't sure if their price was competitive. Steve Stafford was directed to get several other competitive bids for janitorial services.

CRAB APPLE TREES

There was a brief discussion about the crab apple trees and the mess that they make in common areas. It was felt that the only realistic solution is to pressure wash the sidewalks on an "as needed" basis.

BUSHES AND TREES

There was a discussion about trimming of bushes and trees. Steve Stafford said that he would look into this in the spring.

LANDSCAPE MAINTENANCE

There was a discussion about landscape maintenance. Steve Stafford asked those present if they were happy with the current landscape maintenance company and everyone seemed to be relatively happy with them. Steve said that he would get several other bids to make sure that the current contractor was being competitive.

RECYCLING

There was a discussion about whether the Association should provide recycling service. Steve Stafford said that he would look into the possibility and the cost.

TRASH REMOVAL

There was a discussion about trash removal. It was noted that Waste Management provides this service at the current time and there are three dumpster enclosures. One owner asked if the Town of Eagle provides trash and recycle services. Steve Stafford said that he would find out. One owner reported that someone placed a clothes washer near the Building A dumpster enclosure and it needs to be removed. One owner suggested that Steve should get a trash removal and recycle proposal from MRI, since they are sometimes less expensive than Waste Management and Vail Honeywagon.

WATER SERVICE

It was noted that the Town of Eagle has notified water users that the cost of water is going up approximately 5% in 2016.

WINDOW CLEANING

Steve Stafford was directed to notify all members of the Association when the Association cleans the common windows. That way individual owners might get a discounted price for the cleaning of their windows.

CAULKING AROUND WINDOWS

There was a brief discussion about recaulking around windows on the exterior. Steve Stafford said that he would take a look at this in the summer.

2016 BUDGET APPROVAL

There was another discussion about the proposed 2016 budget. A motion was made to increase the dues by 5% over the amount shown in the proposed 2016 budget. This increase would be to cover the increased cost of water. Those present then approved the amended 2016 budget including the 5% increase in dues over and above what had previously been proposed.

ELECTION OF BOARD MEMBERS

Steve Stafford reported that Geoffrey Marriner was now living in New Zealand for an extended period of time; therefore he had resigned from his position as a Board Member. His term would have expired at the end of 2017. Rachel Gerlach's term expired at this Annual Meeting. Jane St.

Jean's term will expire at the end of 2016. All terms are normally for a period of three years. Prior to the meeting, Steve had asked all members of the Association who were interested in serving as a Board Member to let him know. Rachel Gerlach had informed him that she would be willing to continue serving as a Board Member. No other owners had indicated an interest. Steve asked those present if anyone else was interested in serving as a Board Member and the only other owner that indicated an interest was Jenni Marquez. Since there were only two candidates for the two open Board Member positions, those present elected Rachel Gerlach and Jenni Marquez to fill those two Board Member positions with the terms shown below. Pursuant to the election held at this Annual Meeting, the Board Members and terms are as follows:

- Jane St. Jean with a term that expires at the end of 2016
- Jenni Marquez with a term that expires at the end of 2017
- Rachel Gerlach with a term that expires at the end of 2018

ENERGY AUDITS

It was noted that Holy Cross will do free energy audits for owners.

WATER HEATERS

Steve Stafford was directed to poll owners about interest in a group purchase of water heaters.

WATER VALVES

One owner reported that the water valves in front of Building H and I are sinking.

LINT SCREENS

One owner said that lint screens get clogged with lint and they can then become a fire hazard. Although this is an individual responsibility, the owner asked if it might be possible to get a discounted group price for cleaning the lint screens.

COMMERCIAL VEHICLES

There was a discussion about whether commercial vehicles should be allowed. The consensus appeared to be that if they are used to commute to and from work, they should be allowed.

PARKING

One owner reported an old van referred to as the "Magic Van". The van rarely moves and snow builds up around it. It's filled with junk. It was thought that this van might belong to a renter in Unit B202. Steve Stafford said that he would look into it.

PET POLICY

It was confirmed that tenants can have dogs as long as they pay the established dog fee.

RENTAL UNITS

There was a brief discussion about how many units are rental units. The consensus seemed to be that approximately one-half of the units were rental units.

WEBSITE

Steve Stafford informed those present that the Association has a new website at www.westvillagecondoassn.com. This information was also included in the Notice for the Annual Meeting.

WATER CLOSETS

One owner asked if the combination for the water closets could be given to owners. Steve Stafford said that he would look into this.

PORCHES AND BALCONIES

Steve Stafford was directed to step up enforcement of storage of personal items on porches and balconies.

ADJOURNMENT

There being no additional business to transact, the meeting was adjourned.

Respectfully submitted,



Steve Stafford, Community Manager