

MINUTES OF THE WILLOWS HOMEOWNER'S ASSOCIATION ANNUAL MEETING
October 17, 2015

Members in Attendance

Jennifer Champ
Eileen Langsfeld
Ann Schneider & Donnie
Connie Elze

Members By Proxy

Marcia Powell-Byler
Melanie B. Smith
Mark Hamilton
Donna Phelps

Property Manager

Joan Wenman

Meeting was called to order at 10:00 A.M. and a quorum was established.

Jennifer Champ made a motion to approve minutes of Willows Homeowner's Association meeting of June 15, 2013. Motion passed.

Jennifer Champ made a motion and motion passed to remove late charges to Ann Schneider's billing after a discussion of her payments made, which were not late payments.

Jennifer Champ made a motion to approve Financial Statements of 2013, 2014, and 2015 to October 1st, seconded by Eileen Langsfeld. Motion passed.

Eileen Langsfeld brought up a question as to where the water shutoff was for her unit. A discussion of the water shutoffs for the buildings was held – it was decided to have Gary of Brice Builders (970-620-6035) check each building to locate the shutoffs. Ann Schneider is to contact Gary.

Discussion of cigarette butts and trash being tossed on lawn and sidewalks was held. We are paying a fee to pickup the cigarette butts and trash. Decided to notify owner, if it was determined what unit/tenant is doing this, and also attach notice to unit door. Unit owner will be assessed.

Willows Condominium Association Rules and Regulations are not being followed and it was decided we should attach a copy of the Rules and Regulations to each unit and also send to owner and/or property managers. Jennifer Champ made a motion to attach notice to door and notice to owner along with a copy of the latest Rules and Regulations. Seconded by Ann Schneider and passed. Jennifer will distribute notices.

Held a discussion about the condition of Unit #203. It is in a very cluttered and possible fire hazard condition. Jennifer will contact Protective Services for a Welfare Check or contact the brother of resident.

Parking lot needs to have work done as soon as possible, re: grade, level, gravel and any other necessary work. Motion was made by Jennifer Champ and passed to have the work done. Jennifer will contact Schmalz Construction about work.

Dogs, dog fees and dog feces were again discussed. A monthly fee in the amount of \$20 is billed to the unit owner to help cover the cost of cleaning up the dog feces. Will check with Janet Lyons on units being charged fee and get "dog population" updated.

New Business

A new State of Colorado law concerning Homeowner Associations went into effect in July of 2015. Homeowner Associations must hire a management company or a person managing Homeowner Association, the managing company or person must be licensed by State of Colorado, if paid for services. A proposal from Peak Property Management, a full service management company, was obtained prior to our meeting. Their fee was \$400/month.

However, a Homeowner's Association can self-manage their Association with no license required. The volunteer executive board members can undertake the management for the community (Homeowners

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Association). No payment to executive board members doing the management can be made re: no reduction in dues or payment for service. Job instructions for lawn care, maintenance, etc. could only be given by one of the executive board members. It was decided the executive board members of the Willows Homeowner's Association would self-manage the Homeowner's Association.

It was brought up of the possible problem of cultivation or growing of marijuana in a condominium. The association is not aware of this type of activity at this time. This discussion was tabled.

New Board Members elected were as follows;

Jennifer Champ, President
Ann Schneider, Vice President.
Connie Elze, Secretary-Treasurer

We will continue the services of Janet Lyons as bookkeeper; Kevin Hatfield for maintenance, and Cole Kendall for lawn maintenance.

Meeting was adjourned at 12:00 noon.

Respectfully submitted,

Connie Elze, Secretary

Willows Homeowners Association

Budget - October 1, 2015 to October 1, 2016

Income

Dues	17,280
Pet Fees	720
Finance Charges/Late fees	400
Interest GS&L	<u>15</u>

Total Income 18,415

Expense

Insurance	3,696	
Maintenance		
Dump fees	400	
Building maintenance	1,500	
Snow removal	3,000	
Lawn care	1,250	
Supplies	200	
PO Box rent	66	
Postage	20	
Professional Service		
Accounting	1,380	
Utilities	4,000	
Meeting expense	<u>25</u>	<u>15,537</u>

Net Income 2,848