

**WEST WILLOW HOMEOWNERS ASSOCIATION  
ANNUAL MEMBERSHIP MEETING  
Wilkinson Public Library, Conference Room  
100 West Pacific Avenue  
Telluride, Colorado 81435  
October 25, 2006, 10:30 A.M. (MST)**

**MINUTES**

The annual membership meeting of the members of the West Willow Homeowners Association was held on October 25, 2006, in the Conference Room of the Wilkinson Public Library, 100 West Pacific Avenue in Telluride, Colorado.

**1. Roll Call, Determination of Quorum and Call to Order.**

**Present at Meeting:** Julie Bain (Owner, Unit 4), Erin Hess (Owner, Unit 7), President.

**Present by Conference Call:** Paul Scheibe (Owner, Unit 1), Laurie Quilligan (Owner, Unit 3), Tanis Bond (Owner, Unit 5), Harold Davidson (Owner, Unit 6).

**Absent:** Ann Mailer, owner of Unit #2.

**Also Present:** Judi Balkind, Property Manager.

A quorum was deemed present.

The meeting was called to order by Erin Hess, President.

**2. Motion to Approve/Waive Notice of Meeting.**

Judi Balkind called for a motion to approve or waive the notice of the meeting. **A motion was made by Erin Hess. The motion was seconded by Julie Close. Motion passed.**

**3. Reading and Approval of the Minutes of the November 30, 2005 Annual Membership Meeting.**

Judi said she had e-mailed everyone the Minutes of the November 30, 2005 meeting. Harold will not vote because he has not yet read the Minutes. **Erin Hess moved to approve the Minutes of the Annual Membership Meeting held on November 30, 2005 as presented. Julie Close seconded the motion. The motion passed.**

**4./5. Reports of Officers and Committees.**

Judi stated that there were no committees and, therefore, no committee reports. Judi asked if there were officer reports; there were none.

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**6. Election of Directors.**

Judi said the Board members serve one year terms. **Erin Hess moved to retain the current directors for another year. Harold seconded the motion. The motion passed** and the Board will remain as follows:

President	Erin Hess
Vice President	Julie Bain
Secretary/Treasurer	Laurie Quilligan

**7. Unfinished Business.**

a. Financial Statement Review – FYE 2005/06. Judi said she sent everyone the profit and loss budget overview spreadsheet, showing actual expenses and approved budget as well as the new budget for 2007. She reviewed same. Judi said there was a \$96 loss for 2005-2006, which was attributable to utilities.

b. Installation of a fence around the property. Judi said she acquired a bid for installation of a 3-1/2' cedar (1"x6" slats) fence around the back section of the property. Judi said she thought cedar would hold up better, but she will double-check. She thought cedar needed to be stained every other year. Trex fencing may be an option because it is stronger, doesn't need paint, etc. Judi will acquire a bid for Trex fencing. Judi didn't include the fencing in the budget, although there is some money in the capital reserve. Judi said HARC would need to approve the fence. Judi will also ask if the Whitehouse project has anyone who can put up a fence at West Willow's expense. Those present were in favor of installing a fence and Judi will proceed with the additional bids as discussed above. The association's insurance policy would cover the new fence. Judi will e-mail everyone with the bids, except Harold. Judi will send Harold's copy by regular mail. Paul will need a hard copy sent to his son because Paul will be out of town.

c. Bid for painting of decks and deck replacement. Judi could only get one bid for the decks at full replacement with Trex material – Tony Rosario. The cost for replacing both Deck 1 and Deck 3 and Mailers was around \$6,000 (replace with Trex material, install new I-beams, do railings according to code). Judi said decks are the owners' responsibility. She looked for a better deal, but this was the best she could get.

Julie said Mr. Rosario bid her deck at around \$5,000. Aggressive Development then bid her deck at about \$3,800.00. Judi said she will call Don and ask him to bid on all three decks and the fencing (if he does fencing).

Judi reiterated that the decks are owners' responsibility. It was pointed out that the costs can be separated, so there would be no problem doing the decks and the fence at the same

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time. This might be a spring project, but the post holes could be dug now while the ground is still soft.

Suggestion was made that temporary fencing or fence poles or something be put in at this time with a "No Parking" sign to prevent unwanted parking on West Willow property. This will be done.

Discussion continued about using reserves or a partial assessment, with general agreement that one special assessment in the spring would pay for this work without depleting the reserves completely.

d. Update on Whitehouse project. Tom met with the Whitehouse builder and our portion should be finished by about the end of next week. They intend to do the excavation and footer (3') on the Whitehouse project itself within two to four weeks. Discussion of specifics such as size of garage door, parking area, etc. Access to Units 6 and 7 should be easier and safer (less ice).

**8. New Business.**

a./e. Proposed Budget Review – FYE 2006/07. Judi said she has adjusted some line items, but she did not put an increase in the budget. Judi said mortgage companies are requesting that flood insurance be increased on some HOAs. She said she thinks this HOA has \$250,000 flood insurance. Because the mortgage companies may request an increase, the "flood insurance" could be increased in the future. Judi said each building has its own flood insurance coverage and it has been her experience that if the cost increases, it could be several hundred dollars a year. Harold said he has his own flood insurance in addition. Agreement was to wait until the mortgage companies require an increase for this HOA.

Judi said snow removal costs were down last year and even though it was less snow last year, she did not increase the budget this year because of the changes to the carport that should cut down on snow removal.

Julie Close asked if the dip will change when the carport is remodeled; it is a drop-off where she pulls out of her garage. Apparently, it will not because it is there, in part, for the purpose of preventing water from entering the alley.

**Erin Hess moved that the Budget for the fiscal year 2006-2007 be approved as presented. Laurie Quilligan seconded the motion. The motion passed.**

b. Touch up painting of the exterior of the building. Judi said the rain this summer backed up the painters, so it was difficult to get bids; however, she acquired one bid from Mark Worthington to touch up some of the exterior paint where it was worst, especially the north side. She said it will have to wait until spring at this point, so she may be able to acquire two or three

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more bids. She said there is a painting fund that will help. In response to a suggestion, Judi will (this fall) have someone put some primer on the bare wood down low where the snow piles up. Harold suggested taking a picture of what the building looks like now for the records; Tom will have Judi send Harold a photo he has.

c. Enforcement of Rules and Regulations. Judi said she would like to have an avenue for dealing with tenants quicker and with more impact with regard to violations of the HOA Rules and Regulations. She said there have been bad situations with dogs, people running in and out, unregistered vehicles, and appearance of decks and carports. (Unregistered vehicles cannot be parked on HOA property, even in an owner/tenant's own parking space.) Tanis said "hanging sheets on windows" needs to be dealt with. Judi requested increased fines to owners. She asked owners to enforce the Rules and Regulations and make their tenants aware of the situation.

Laurie Quilligan said she has a "huge problem" with the tenants in Unit 1. She said whenever she's there, they play loud music very late at night, have parties in the common area – "they bring down the whole value of the building." She said she was at West Willow last February and again in the summer. Paul said he had a lot of trouble with those tenants, and those tenants are no longer there. He said he's not totally satisfied with the current situation, but he thinks the problem has abated substantially. He may sell the unit if the problem doesn't resolve itself. Paul will give Judi the names and numbers for the current tenants. He said if their vehicle is still in the parking space against the HOA Rules and Regulations, Judi should have it towed. Paul asked if there is still a problem and said that, if there is still a problem, he will take appropriate action.

Discussion was held concerning increasing rental rates, etc.

Judi said there needs to be a fine schedule that means something for use whenever similar situations arise. Fines are assessed by the HOA against owners (not against tenants). Those present were in favor of a daily fine schedule for use in the future. Tom said that because nobody has a copy of the Rules and Regulations in front of them at this meeting, he will work with Judi to revise the documents and send copies via email to everyone (hard copies will be sent by regular mail to Harold and Paul).

d. Web site for West Willow. Judi said she is developing a Web site for West Willow and her other HOAs. All the pertinent information (Declarations, Bylaws, Minutes, etc.) will be on the Web site at a charge for setup of about \$100; annual upkeep will be about \$50. Judi said these figures are included in the Budget. She should have the information on the Web site by the end of December. The site will be run through Judi's office.

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f. Other.

Clarification was made that owners may have dogs; however, tenants may not have dogs. Judi will post another notice on tenant doors reminding them no dogs are allowed.

Tom Hess said Whitehouse will need a signoff from West Willow to dig two feet onto West Willow HOA property when they are digging their foundation (the foundation will not be on West Willow property).

There being no further business to come before the meeting, **Erin Hess moved the meeting be adjourned. Julie Close seconded. The motion passed** and the meeting was adjourned.

Respectfully submitted,

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Judi Balkind, Property Manager