

BRITTANY PLACE OF BRECKENRIDGE ASSOCIATION  
ANNUAL HOMEOWNER MEETING  
SEPTEMBER 6, 2014

I. Call to Order and Roll Call

The meeting was called to order by Jonathan Heroux at 1:02 p.m. on Saturday, September 6, 2014 MST.

Members Participating Were:

Jonathan Heroux, President (via teleconference)  
Brad Blacketor

Owners Sara Swanson, Tom Walsh and Ernie Blake also participated.

Representing Basic Property Management were Gary Nicholds and Margarita Sherman. Erika Krainz of Summit Management Resources was recording secretary.

II. Proof of Notice/Quorum

Notice of the meeting was sent in accordance with the Bylaws. With units represented in person or by proxy a quorum was confirmed.

III. Approve Previous Meeting Minutes

The following revisions were requested:

1. New Business VI.A. – change Ben Kassanoff to Ben Blacketor.
2. Add Sara Swanson and Tom Walsh to list of attendees.

Brad Blacketor made a motion to approve the minutes of the December 7, 2013 Annual Meeting as amended. Ernie Blake seconded and the motion carried.

IV. Financial Report

A. *Year-to-Date as of July 31, 2014*

Margarita Sherman reviewed the Balance Sheet:

1. Total Cash – \$21,937
2. Total Assets – \$25,303
3. Total Liabilities – \$83
4. Total Equity – \$25,220

P&L as of July 31, 2014:

1. Total Income – \$19,428
2. Total Expenses – \$11,628. She said that there was a savings of \$1,500 in Landscaping and Grounds Maintenance but noted said there were some

outstanding invoices. Two water lines had to be repaired. Snow Removal was over budget by \$2,000 due to heavy snowfall.

3. Net Income – \$7,800

*B. Delinquencies*

One owner has a delinquent balance of \$2,754. A lien has been filed on the property. The owner has called several times and stated he would be sending a check but nothing has been received. All other owners are current. Associations must now give owners a one-time six month payment plan if they are delinquent. If the owner does not comply with the plan, the account can be sent to collections. If the house is rented, it could be put in receivership so all rental income will come to the Association. The owner will be sent a letter on Monday with the offer for a six-month payment plan. If the owner does not respond, the account will be sent to collections. The Board approved of this plan.

*C. 2015 Budget*

Gary Nicholds recommended increasing the Snow Removal budget by \$500 – 1,000. Margarita Sherman will send a draft budget to the Board by the end of next week and the Board can approve it by email.

Ernie Blake made a motion to approve the Financial Report. Brad Blaketor seconded and the motion carried.

V. Old Business

There were no topics for discussion under Old Business.

VI. New Business

*A. Association Policies and Procedures*

All Associations are required to have nine Policies for compliance with the Colorado Common Interest Ownership Act. Gary Nicholds created templates for this Association and sent them to the Board. He will send the Policies to all owners for review.

There was new legislation enacted last month to allow the management company to share owner contact information with other owners in the Association if the owner provides written authorization. Gary Nicholds will be sending an email to all owners requesting permission to share their email addresses and telephone numbers.

*B. Completed Projects*

1. Gary Nicholds commented that keeping the path from Main Street cleared was a challenge.
2. He added some wiring to the bottom of the dumpster to keep animals out.
3. The dumpster enclosure was repaired and painted.

4. Repaired two water lines.
5. Continued with ongoing trash pickup.

*C. Snow Removal Service*

Tom Walsh said the snow removal contractor was only shoveling a very narrow path. He would like the path to be kept wider and the snow pack kept down. Gary Nicholds said he would tell the contractor to shovel the entire width of the sidewalk. He encouraged owners to contact him about any issues with the snow removal. In general, snow is removed when there is 3” or more of accumulation in one event.

*D. Recycling*

Summit County is no longer accepting glass in the single stream recycling. Glass can be recycled in the bins at the Breckenridge Recycling Center by the 7-11.

*E. Owner Comments*

1. Sara Swanson said the dumpster shed door was very difficult to open. Gary Nicholds will follow up.
2. Sara Swanson said Comcast sprayed paint on the rocks when they were burying a cable. Gary will follow up.

VII. Board of Directors Election

Ernie Blake made a motion to have Jonathan Heroux serve as President, Sharon Kassinoff as Vice President and Sara Swanson as Secretary. Sara will fill the vacant seat created when Jan Carrier sold her unit. Tom Walsh seconded and the motion carried.

VIII. Set Next Meeting Date

The next Annual Meeting was scheduled for Saturday, September 5, 2015.

IX. Adjournment

Jonathan Heroux made a motion to adjourn at 1:46 p.m. MST.

Approved By: \_\_\_\_\_

Board Member Signature

Date: \_\_\_\_\_