

BRITTANY PLACE OF BRECKENRIDGE ASSOCIATION
ANNUAL HOMEOWNER MEETING
SEPTEMBER 10, 2016

I. Call to Order and Roll Call

The meeting was called to order by Sharon Kassanoff at 4:10 p.m. on Saturday, September 10, 2016.

Board Member Present Was:
Sharon Kassanoff, Vice President

Owners Ernie Blake and Nick Lombardo were present and Sara Swanson participated via teleconference.

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Margarita Sherman. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. Proof of Notice/Quorum

Notice of the meeting was sent in accordance with the Bylaws. With only six properties represented in person or by proxy there was not a quorum.

III. Approve Previous Meeting Minutes

No changes were requested to the December 5, 2015 Annual Meeting minutes and they will be approved at the next meeting.

IV. Financial Report

A. *Year-to-Date as of August 31, 2016*

Margarita Sherman reviewed the Income Statement:

1. Total Income – \$52 favorable to budget due to Interest Income.
2. Total Expenses – \$2,373 due to savings in Landscaping. Insurance was \$817 unfavorable to budget. Repairs and Maintenance was \$890 unfavorable to budget due to roof snow and ice removal and installation of an anchor to tether the roof snow removal crew.
3. Net Income – \$5,968, which was \$2,425 favorable to budget.

Margarita reviewed the Balance Sheet:

1. Total Checking/Savings – \$28,257
2. Accounts Receivable - \$782

There is one owner who has not paid dues for two quarters. It is a new owner and Margarita Sherman does not have any contact information. Sharon Kassanoff said the owner is a full time resident so notification can be delivered to the unit.

V. Old Business

A. *Roof Ice Dams and Icicles*

Gary Nicholds will continue to monitor the roofs for formation of ice dams and icicles and have them removed as necessary.

VI. New Business

A. *Irrigation*

Gary Nicholds said the system worked well this summer and there were no reports of leaks. Breckenridge is strictly enforcing backflow preventer requirements. The landscaping contractor is handling the certification and notification to the town. The irrigation lines will be blown out and shut down for the winter in the next few weeks.

B. *Dumpster*

The garage door on the dumpster shed was stuck. Gary Nicholds tried to fix it but was unsuccessful and ended up calling the garage door contractor to make repairs. There has been occasional unauthorized use but it is relatively minimal and Gary did not recommend reinstalling the lock on the door. Owners were encouraged to contact him if the dumpster is overflowing in between regularly scheduled pickups. Gary removed the large inactive hornet's nest.

C. *Recycling*

Glass is now being accepted again in the single-stream recycling. Gary Nicholds reminded owners not to put plastic bags in the recycling.

D. *Snow Removal*

There will be new service providers for shoveling and plowing. The snow shoveling will be done by Jesus Morales at a rate of \$30/hour. Gary Nicholds is in discussions with two potential plow contractors and hopes to have contracts signed by the beginning of next month. The contracts will run from mid-November through mid-April.

E. *Parking*

Sharon Kassanoff said the striping in the parking lot needed to be redone before winter. Gary Nicholds will contact the striping contractor. She commented that there were occasional problems with unauthorized parking. The owners will be reminded not to give permission for non-residents to park in the spaces.

F. Owner Contact Information

Gary Nicholds was asked to provide an updated owner contact list. Gary said he is only permitted by law to provide owner names, addresses and email addresses and owners must authorize release of this information.

VI. Board of Directors Election

Jonathan Heroux and Sharon Kassanoff were reelected to the Board last year for three-year terms so no election was required this year.

VII. Set Next Meeting Date

The next Annual Meeting was scheduled for Saturday, September 9, 2017 at 2:00 p.m.

VIII. Adjournment

Gary Nicholds thanked the owners for the opportunity to work with them.

A motion was made to adjourn at 4:43 p.m.

Approved By: _____
Board Member Signature

Date: _____