

ELK RUN VILLAS

TOWNHOME ASSOCIATION ANNUAL MEETING MINUTES

October 27, 2017

The regularly scheduled Annual Meeting of the Elk Run Villas Townhome Association was held on Friday, October 27, 2017 at the Elk Run Villas Clubhouse. Board Members present were Lisa Frenzel, Don Oatley, and Yvonne Psaila. Present from Wildernest [WPM] was Taylor Edmonds, CAM.

The meeting was called to order at 5:05 P.M.

PROOF OF NOTICE and CONFIRMATION OF QUORUM

Pursuant to the Bylaws, the Notice was mailed out on September 29th which met the Proof of Notice obligation. The representation of more than twenty percent (3 units) is required to constitute a quorum. The unit owners noted below fulfilled said requirement with five (5) Owners present and four (4) Owners represented by mail in Proxy.

<u>UNIT#</u>	<u>OWNERS PRESENT</u>	<u>UNIT#</u>	<u>OWNERS BY MAIL-IN BALLOT</u>
9572	Lisa Frenzel	9571	Larry Bonicelli
9577	Don Oatley	9574	Omar and Karen Janjua
9575	Andrew & Beth Wright	9573	Terry Boren
9578	Yvonne Psaila	9580	Kevin & Beth Crumpton
9579	Diane & Lance Willoughby		

The 2016 annual meeting minutes were reviewed.

APPROVAL OF MINUTES

The Motion was duly made and seconded to approve the Annual Meeting Minutes of October 21, 2016 as submitted. Motion passed unanimously.

PRESIDENT'S REPORT – Lisa Frenzel

- Lisa started by thanking Don for his six years of service on the board.
- Lisa also thanked WPM, Taylor in particular, for the time they spent with Elk Run.
- Yvonne was thanked, by Lisa, for researching and finding the new property management company.
- Completed projects were briefly reviewed. These included recent roof repairs by Turner Morris, additional heat tape added, deck and walkway repairs and staining, and snow melt system upgrade.
- A reserve study has been completed and is available to owners via email upon request.
- New key system installation was discussed. This Schlage system will replace the current Saflok system. The locks will be punch code locks for units, and fobs for common area and garage.
- We are transitioning to a new property management company, Red Mountain Community Management, effective November 1, 2017 since the contract with Wildercrest is ending October 31, 2017.

FINANCIAL REPORT – Don Oatley

- Don discussed the reserve study and his concern that we need to take a closer look at it because some of the numbers in it may still not be accurate (like the original inflated roof estimate from Turner Morris).
- Roof replacement will likely be in four years. Additional roof replacement estimates will be requested.
- Due to the transition to a new property management company, the 2018 budget has not been completed yet.

MANAGEMENT REPORT – Taylor Edmonds

COMPLETED PROJECTS INCLUDE:

- Driveway snow melt system repairs – System will now only come on when needed due to installation of moisture sensor to supplement temperature sensor, which should save on electricity costs. Was previously running only off of temperature regardless of precipitation.
- Decks, balconies, and unit decks were stained by Stellar Painting. Several boards were also replaced at this time.
- Boiler system repairs were completed by Tolin – snow melt boiler side check valve installation, Glycol was drained and refilled, out-of-date CO detectors were replaced with new ones.
- Additional heat tape was installed on the roof at the front of the building to hopefully prevent future leaks in the spot where one has occurred the last two winters.

- Roof and siding maintenance was completed by Turner Morris.
- Sewer pipe, hit by a car, in garage was repaired at owner's expense.
- Wasp nests above garage were removed when Turner Morris was doing the repairs.
- Taylor checked with Peter with Bio Balance, as the board requested, about flashers being installed. Have not heard back as of 10/30.

PROJECTS IN PROGRESS:

- Next summer it's recommended the exterior trim be stained. The siding could wait another year.

ELECTION OF DIRECTORS

Lisa Frenzel, and Yvonne Psaila, are willing to run again. Kevin Crumpton volunteered to run for the open position. Diane Willoughby was willing to be on the board as a non-voting member, while Lisa transitions off the board.

MOTION: The motion was duly made and seconded to elect the current slate of directors by Acclamation. Motion passed unanimously.

NEXT ANNUAL MEETING DATE

The 2018 annual meeting is scheduled for October 26, 2018. At 6:00 PM in the Elk Run Villas Clubhouse.

ADJOURNMENT

The meeting adjourned at 5:34 P.M.

**THE ELK RUN VILLAS HOMEOWNERS
ASSOCIATION**

BOARD OF DIRECTORS – POST ANNUAL MEETING

October 27, 2017

The following officers were designated:

President	Lisa Frenzel
Vice President	Kevin Crumpton
Secretary/Treasurer	Yvonne Psaila