

**Building #15 – Omicron Home Owners Association
Annual Homeowners Meeting
Saturday, May 30, 2009 1:00 p.m.
CMC Meeting Room**

MEMBERS PRESENT:

- Joe Francis (President) , Robert & Lisa Steketee (Vice President), Diana Dowling (Secretary), Jody & Dudley Weiland, Becky & Brandon Rigo, Chris and Celeste Bremmer, Ferne Anderson

MEMBERS PRESENT BY PROXY:

- Thomas Hollenbeck, Cindy Epstein, George Doxsee and Vivita Leonard

ABSENT WITHOUT PROXY:

- Kelsey Coffin, Karen Hayes, James Coffin, Chris Chao, Robert Marshall, and Linda Parker

OTHERS PRESENT:

- Brian Lence (CMC President), Noreen Frye (CMC Accounting & Association Business Manager), Matt Priebe (CMC Property Manager)

CALL TO ORDER:

- President Joe Francis called the meeting to order at 1:00 p.m.

ROLL CALL:

- A count was taken of the members present & proxies received. It was determined a quorum of more than 50% of homeowners was met.

APPROVAL OF MAY 31, 2008, ANNUAL MEETING MINUTES:

- Joe called for approval of last year's minutes, noting that an addendum had been added. (See end of last year's minutes)
- A motion was made, seconded and passed to approve the annual meeting minutes, with the addendum being noted.

PRESIDENTS WELCOME:

- Joe thanked all the owners for pitching in and keeping their building looking so good. Big thanks to Jody and Dudley for keeping the exterior paint touched up.
- Joe would like owner participation on all projects. Discussion followed on how to distribute the work load between all the owners.
- Lisa will be the contact for the roof project.
- The annual BBQ starts at 5:00, with Happy Hour at 4:00, following the meeting.
- CMC was introduced and thanked for doing such a good job. (It was noted that CMC will be asked to leave the room later so the members can discuss the continuation of their contract.)

ELECTION OF DIRECTORS:

- Joe Francis's term on the Board expires this year. Joe is happy to stay on as president or would be fine stepping down. He noted that it works well together. He also noted that the dog waste issue has been very tiring and time consuming.
- Joe was nominated for President. The nomination was seconded and passed unanimously.
- Lisa Skeketee will continue as Vice President.
- Diana Dowling will continue as Secretary.

MAINTENANCE REPORT:

- Matt presented the roof report.
 - There had been a meeting earlier with 5 HCH buildings. If the 5 buildings go together and have the roofs done at the same time, there will be a discount given by the roofing company. A decision must be made by mid-June.
 - Two bids for Building 15 have been submitted, one from Turner Morris at \$30,000 and one from RTN at \$39,000.
 - Matt passed around a sample of Duro-Last, a new roof component. He has done extensive research and is very happy with the product. It seems to be the way to go for flat roofs.
 - Discussion followed on how to fund the roof. It was suggested that \$10,000 be taken from the reserve and the rest be made up by special assessment. It was moved to use \$10,000 from the reserve for financing the roof replacement with the remaining financing done by special assessment. It was seconded and passed.
 - \$22,500 was decided upon for the special assessment, which averages out to approximately \$1,500 per unit, depending on percentage of ownership. The special assessment would be 3 payments beginning with the June statements and a possible 4th month will be added if additional monies were needed towards the roof replacement or mansard repairs. **Action Item: Noreen will assess each unit by percentage.**
- The mansard needs to be fixed also. There was discussion on the different ways to fix it. Shingles seem to be the best and cheapest way to go. **Action Item: Matt will have a quote for the mansard repair in a week.**
- The need for flood insurance was addressed. Noreen had gotten a quote from Sean Dee at American Family Insurance. Joe would like to have a homeowner work with Noreen and get a couple more quotes. Ferne volunteered and she and Noreen will get together. **Action Item: Noreen to get more quotes for flood insurance.**

REVIEW SPRING COMPLEX REPORT:

- The Spring Complex Report was mailed last month.
- The contractor that put in the new boiler will do a free cost analysis. **Action Item: Matt will send copies to the Board.**
- In lieu of new deck carpet, CMC will power-wash the carpet and replace worn carpet strips. **Action Item: Power wash deck carpet and replace carpet strips.**
- CMC will fix metal grate next to Joe's unit. Matt said they can do another grate on the other side of building, but it was tabled. **Action Item: CMC will fix metal grate.**
- Crawlspace was inspected and it looks good. It was a little muddy, but there was no standing water.
- Window sills can be replaced. The wood is old. **Action Item: Matt will get bids to replace window sills, using either wood and/or metal.**
- The lawn has some bald spots. **Action Item: CMC will seed bald spots in lawn.**
- There is a shovel leaning against the building for owners to use for dog waste removal.
- Grass seed is done in the spring and fall. Thanks to Pat & Miko Dowling and Bob & Hanna Steketee for spreading a pickup load of topsoil and lots of lawn seed on the lawn's bare spots.. **Action Item: Matt will check water timer. He will have his crew come by and hand water.**
- The flag pole is bent. **Action Item: Matt will fix the pole and get a new flag.**
- Chris said he will take care of the trash issues.
- The extraordinary maintenance report was reviewed. Joe asked for volunteers to review the financial reports on a monthly basis. Bob spoke up and Noreen said she would email the Association Online website information to him so he could review the detail online. **Action Item: Noreen will email Bob website information so he can view detail of extraordinary maintenance expenses monthly.** Matt would also be available to answer any maintenance related questions Bob would email him.
- Chris will leave spare light fixtures in the boiler room.
- The Association expressed their appreciation for Matt.

FINANCIAL UPDATE:

- The financial position of the Association was reviewed in tandem with the analysis of the long-term reserve study and how much to use from reserves and how much would be special assessed for the roof.

NEW BUSINESS:

- The dog waste issue was discussed. Becky will be checking the by-laws to see how to change them to make them enforceable. This will be done by next month.
- Chris took a "straw poll" of opinions about paving the roads. A discussion followed.
- Lisa introduced John from Resort Internet.
 - John talked about how his company can bring internet to the building.
 - It has to be in all units.
 - It will be cheaper the more HCH buildings that sign on.
 - 3 year or 5 year contracts are available, with the 5 year being the cheaper.
 - Brian said internet helps rent units.
 - After much discussion it was moved to accept moving forward on internet access. It was seconded and passed unanimously.
 - Diana said she would be willing to talk to another company for pricing.

OLD BUSINESS:

- All old business has been discussed.

CLOSING COMMENTS:

- Joe thanked everyone for coming to the meeting and for sharing. He said that the building was full of good neighbors and a great group of folks.

SCHEDULING OF 2010 ANNUAL MEETING:

- The 2010 Annual Homeowners Meeting was scheduled for May 22, 2010 at 1:00 p.m.

ADJOURNMENT:

- A motion was made and seconded to adjourn the meeting at 3:21 p.m.
- Discussion about the CMC contract renewal followed.

ADDENDUM:

- CMC was informed that the contract had been renewed for another year.
- Joe asked Tommy Parker of Unit 12 to water and care for the newly seeded lawn areas. He gladly volunteered.

Minutes recorded by Carolyn Munro of CMC & reviewed by the Board of Directors prior to distribution.
Minutes are not formally approved until voted on at the next Annual Homeowners Meeting.

BUILDING #15 - OMICRON HOME OWNERS ASSOCIATION
ANNUAL HOMEOWNERS MEETING
May 31, 2008 1:00 pm

MEMBERS PRESENT: Joe & Connie Francis, Kelsey Coffin, Diana & Patrick Dowling, Robert Marshall, Lisa Steketee, Ferne Anderson, Linda Parker, Chris & Celeste Bremer, Vivita Leonard

MEMBERS PRESENT BY PROXY: Cindy Epstein, George Doxsee, Dudley Weiland

OTHERS PRESENT: Brian Lence, CMC President, Noreen Frye, CMC Accounting & Association Business Manager, Matt Priebe, CMC Property Manager

CALL TO ORDER: President Joe Francis called the meeting to order at 1:00 p.m.

ROLL CALL: Noreen called the names out from the address list. Eleven owners were represented and quorum was met.

APPROVAL OF MINUTES: Joe called for approval of last year's meeting minutes. A motion was made, seconded and passed to approve the annual meeting minutes of June 2, 2007 as written.

ELECTION OF BOARD OF DIRECTORS: Chris Bremer's position on the Board was expiring this year. Joe asked if Chris wished to continue and Chris replied he was, however, he felt he should step down because of other obligations and his inability to give the proper attention at this time. Lisa offered to step up. Lisa was nominated and a motion was made, seconded and passed to accept the nomination of Lisa Steketee to the Board.

MAINTENANCE REPORT: Matt reviewed the spring complex report that had already been mailed to the owners. Unit #7 had heat problems over the winter. Unit #13 had constant air locking during the winter. Matt said he had gotten a plumber to come out and go into crawl space. They found almost half of the valves not working.

Matt's said the bids ran from \$10,000 to \$12,000 to re-plumb everything. He stated it could be a major problem. It was also identified that the heat line was constantly circulating, so pressure sensing valves were suggested which would make the building more efficient. Matt said he wanted to give a heads up so the owners could start thinking about it for the future. # 2's heat would never turn off; #4 and # 12 were good. The thermostat was replaced in #7. There had been 'no heat' problems, a valve broken, and system air locks. Matt felt strongly that something needed to be done and soon.

There was only one main sump pump in place, with channels dug in every section to get all the water to the one sump pump. A couple of sections had 1-2 feet of water. To protect longevity of building, Matt suggested putting a sump pump in each section to pump it directly outside. A question was asked about mold problems and although there had not been any as of yet, the individual sections with their own sump pump would help and should be done to protect the building. It has worked for other buildings and a pump was replaced now and again, but that was it. The cost to do the work would be approximately \$3,000. Matt stated he would prefer to fix things before they went bad. Last fall, the sump pump was run into the sewer line which was illegal. Matt changed it to discharge correctly.

Joe suggested the building go forward with the sump pump project and asked if the money should be taken from the reserve fund. A motion was made to go forward with the sump pumps, seconded and passed.

A suggestion was made to identify the culverts with aluminum markers so that no one would fall in. Matt said they would blow out the culvert and put in big rocks to eliminate the problem.

Shingles could be replaced with metal at a cost of \$16,500 to \$23,000. Matt had bids that would be good for the future if the work was requested. It was more aesthetic than anything.

Matt offered to clean up the firewood pile left outside if it was an eye sore to anyone.

The two stairs on the south side (facing Building 18) of the building could be redone. Matt was told to go ahead with the repairs.

There were several cracks in the asphalt which could probably be fixed when resealed. Joe told Matt to go ahead and reseal the parking lot.

The flag pole needed repainting and Matt said he would put a fresh coat of paint on it and put up a new flag.

The roof was inspected and the leak above unit #15 had been fixed.

Joe asked Matt about the two problems with the heat and the zone valves. Matt said the zone valves cost about \$90 each. Joe asked if the old zone valves could be replaced and Matt said the shut-offs would have to be replaced at the same time. Matt said he would get a couple more bids for the same work.

Matt said he would look into painting costs for the building.

Joe asked the owners present if they should take \$12,000 out of the current maintenance reserve and fix the heating problems. Everyone agreed. A motion was made to correct the plumbing problem, seconded and passed. Matt would get three bids, inform the Board and get it done as soon as possible. Joe asked that Matt make sure the top area was addressed and reported to the Board. Matt stated the heat would be shut down for 3-4 days while the work was being done. He said he would notify every one of the dates.

The paving project went well.

The chimney repairs took a lot of work and were done last fall, but Matt said he would check them out again.

Matt was asked to fix the screws in a screen door of one of the owners.

FINANCIAL REPORT: Noreen presented the Balance Sheet as of April 30, 2008. She then presented the Income Statement. A question was asked about how much was going into the maintenance reserve on a monthly basis and Noreen answered \$700 as a building. Discussion followed about the possibility of lowering the funding and Brian said they should consider if they were under funding, then it would be necessary to have special assessments.

There was a question about the charge for the phone company going into the boiler room and whether it was the building's responsibility or the individual owners. Matt said he would research whose unit the phone company went into to see how it should be billed correctly.

Brian started discussion about moving money market monies into CDs where the accounts would have the ability to earn better. He suggested it would make the money work better for them. Brian asked if the owners wanted to participate and research or would they be willing to let CMC do it for them. CMC was granted permission to pursue the CDs.

OLD BUSINESS: A question was asked about how things were with the dog problems? Matt said they raked the previous week and there were no complaints. It appeared the problem had been taken care of.

Regarding outside lights, Lisa had been looking into energy efficient lights and fixtures; she passed around various displays of them and spoke about each one. They were all similar in cost and Lisa requested everyone to mark the one they liked. Bob said he was willing to install them. The owners decided to look at them during happy hour after the meeting.

Chris stated the snow removal was better than last season, but he would still like to see better work. A question was asked about who was responsible for the parking lot snow and Chris answered it was him as he was on the Board (President) of the Rec center. Joe suggested that if anyone had problems to immediately let Matt or Chris know. Matt gave out the office number of (970) 726-6233.

One of the proxies asked about the clutter on decks, how was it doing getting rid of it. Once the garbage cans were removed, things seemed to get better. Lisa said there was a top of a dog house out there all winter, but she did not notice it now and everything seems better. Linda requested permission to build a storage box just like Lisa and Bob's. There were no objections as the Board had approved to have storage boxes.

Matt said he would make arrangements with Dudley to do the painting of rails.

NEW BUSINESS: Joe said he had found out that the building was required to have flood insurance coverage. Unit 5 was going to review it. Joe had got a quote from the insurance agent and explained the building coverage did not include flood insurance as it was a separate policy. Joe asked if there were any objections with the Board going forward to get flood insurance. He suggested anyone having questions to contact Sean Dee directly at (970) 887-9770.

The management contract was up for renewal and Joe asked for feedback from the owners. Joe said Matt has been a breath of fresh air. Chris admitted he had been a noise maker, and said other buildings thought they were getting more bang for their buck elsewhere. Brian pointed out the big difference between CMC and the others was the bulk of the work was done in house at an hourly rate. CMC makes the argument that there is less questioning with a fixed fee. Brian said he was trying to be sure that CMC is being viable. Brian proposed a 4% increase due to cost of living or GPI index, which was approximately \$270 per year increase.

Lisa stated she felt it had been CMC's maintenance people who caused a flood in their unit with faulty work several years previous. She wanted to know how well trained were the employees and Matt stated he now had a very qualified staff able to do any type of work. Matt also said that he had assigned one guy as Maintenance Manager who verifies the work. Matt verifies it also and moving forward all the work would come through Matt and Chip.

Matt explained he now had a secretary in the office Monday through Friday. He reviews information with her weekly to be sure nothing was missed. CMC was a licensed contractor and Matt has employees willing to train. Matt has a staff of 21 people in place to get the jobs done. A suggestion was made to get name tags for the CMC maintenance employees. Matt said he would pursue it, and Brian suggested getting CMC IDs.

After some discussion, Brian said CMC could go with a time and materials if the building owners requested it. On the whole, the fixed fee is set at a fair price.

Joe suggested waiting a year to see if and how things change. Brian said that Matt and Noreen were appointed to their positions and all have been working towards updating and clarifying the management contracts. Joe called for a vote to renew CMC's management contract. Lisa asked what were the alternatives, and should they look before they vote? There were 4 or 5 other companies managing buildings in the Hi Country Haus complex. Joe said speaking as an owner that no matter who was hired, there would be mess ups. It would be a major project for the Board to look elsewhere and there was a 90 day out. Joe recommended that if they were going to make a move they needed to be more ticked off. Joe said he was willing to be on board with a good management company. A vote was taken and was passed with one abstention to renew the contract with CMC for another year. Joe reminded everyone there was a 90 day clause in the contract.

Dianna stated there was going to be Happy Hour at 4:00 and a pot luck picnic at 5:00.

CLOSING COMMENTS: Joe said everyone has been working well together, there were not a lot of problems like some of the other buildings. The finances were good, people pay their dues on time, the building was well preserved and good volunteers have made a good board. As a whole they were a good building. He thanked everyone for coming to the meeting.

SCHEDULING OF 2009 ANNUAL MEETING: The annual meeting was scheduled for Saturday, May 30, 2009 at 1:00 p.m.

ADJOURNMENT: Being no further business, the meeting was adjourned at 3:24 p.m.

ADDENDUM: On September 24, 2008 Joe Francis met with Noreen from CMC and Kim McMahon, President of Building 18, by phone. It was decided the building Presidents would put up respective signage regarding the pick up of dog waste. It was mutually agreed upon by both Presidents that each building owned a picnic table.