

**MEADOWRIDGE CONDOMINIUM ASSOCIATION  
ANNUAL HOMEOWNERS MEETING  
Saturday, August 8, 2009 – 10:00 A.M.  
Ridge Room at Club MeadowRidge**

**BOARD MEMBERS PRESENT:** Dan Dowell (President), Steve Williams (Treasurer), Scott Wagner (Vice President), Mark Williams, Jack Seawell

**OTHERS PRESENT:** Brian Lence (CMC President), Matt Priebe (CMC Property Manager)

**CALL TO ORDER:**

- President Dan Dowell called the meeting to order at 10:10 a.m.

**APPROVAL OF 2008 ANNUAL MINUTES:**

- A motion was made for approval of the August 9, 2008 Annual Meeting minutes. It was seconded and passed to approve the minutes as written.

**MESSAGE FROM THE PRESIDENT:**

- Dan asked the Board members to introduce themselves & give a brief history.
- Dan expressed his gratefulness to the excellent Board he worked with this year.
- Mark Williams and Scott Wagner are up for re-election.
- Dan asked homeowners to please keep problems to a minimum. If they need to talk to Brian and Matt, please do so after the meeting.

**FINANCIAL REPORT:**

- Brian presented the 3 financial statements (Balance Sheet, Accounts Receivable, & Income Statement) & explained their differences & how to read them.
- The Balance Sheet as of 6/30/09 is in great shape.
- Great job on Receivables.
- Brian went over the Income Statement for the period 9/1/08 to 6/30/09. The Association is doing a good job keeping expenses in order.

**ELECTION OF BOARD OF DIRECTORS:**

- Brian explained that the Board members have 3-year terms. Once the Board members are elected, the Board determines who will be in what position.
- Scott Wagner & Mark Williams were introduced as the two Board members whose terms are expiring. They are up for re-election for 3-year terms.
- There were no nominations from the floor.
- A motion was made to re-election Scott & Mark for a 3-year term expiring 2012. The motion was seconded & passed.

**CLUB MEADOWRIDGE UPDATE:**

- Larry introduced himself & presented a Club update:
  - There are new fans this year.
  - There were repairs to the tennis courts.
  - Exercise videos are available now.
  - Movie nights at the Club will start during ski season. One night will be for younger kids, & one night for an older audience.
  - The Ski Broker is located here, please use them.
  - The Club is in good shape financially.
  - Last year the sewer line was destroyed. The Club had enough assets in the bank to have the repair work done immediately.
  - There is a suggestion box downstairs for your convenience or call the Board members.
- Any homeowner can run for a position on the Club Board. The HOA Board will assign two.
  - Judy Pugh & Dan Carroll are currently liaisons to the Club Board. They expressed their desire to continue in their position.

- o Sally Williams would also like to run.
- o The Board will decide later & let the membership know their decision.

#### MAINTENANCE REPORT:

- Matt reviewed Grounds and Capital Improvements:
  - o The grass was fertilized in May. After it was rained out, it was fertilized again.
  - o There is a 3-year landscape plan.
  - o 70 trees have been sprayed.
  - o The parking lots will be graded and road base spread out as needed.
  - o The parking lots at CTs 30, 31, & 33 will be paved.
  - o Bear proof dumpsters were delivered. Please use the sliding doors on the side.
  - o Deck replacement on CT23.
  - o On CT28, CMC will replace stairs & handrails, & replace concrete.
  - o Concrete replacement is on hold till 2010.
  - o Policies are always available to homeowners. They are on the website also.

#### PROXIE ISSUES:

- The drainage issues were addressed by Board:
  - o A question was asked about hiring an engineer to check out the buildings. Some discussion followed, with nothing decided.
  - o New construction caused a bit of a swamp by CT 26, but it is fixed now. Sump pump work was done on CT 26.
  - o **Action Item: CMC will present a bid to the Board for the drainage issues around CT 29.**
- CMC does not check parked cars or take license plates numbers. Please be courteous to your fellow homeowners & park accordingly. Call Matt if cars continue to be in the way & he will leave a bright note on the windshield. Buses are not supposed to park in the lots.
- Renters are not allowed to have dogs, but owners can. Homeowners can help by putting a clause in their lease. There is a leash law in the By-Laws. **Action Item: Matt will refill the dog waste bags in the dispensers.**
- Trees will be planted, with Blue Spruce being planted first. Planting will begin in the spring. Mark is working on the plan:
  - o Landscaping will be funded by general operating revenue from all courts.
  - o Trees will be disbursed evenly and be planted where trees have been cut down.
  - o A more 'natural look' is in the landscape plan.
  - o The planters will be replaced, which will go with an easier watering plan.
  - o No special assessments are planned for now. The Board will be discussing ways to fund all of the landscaping projects over the next few months.
  - o Homeowners can talk to Mark if they have any questions.
- A new homeowner questioned the lack of insulation in his unit. When the buildings were built, insulation was not required. This is not an Association issue, it is a homeowner matter.

#### GENERAL DISCUSSION:

- There was a question about clutter around doors & hallways. What is the policy & how does it work?
  - o All Board policies can be found on the website.
  - o CMC can put reminder notices on offending doors.
  - o No charcoal grills.
  - o **Action Item: Matt will add a new item for trash around the units on the CMC checklist.**
- Matt explained the master key program:
  - o There are 4-6 keys to a complex
  - o Monthly unit inspections are required by contract; therefore CMC needs keys to each unit.
  - o A possible waiver system was suggested, but insurance is required for entire building. The other homeowners insurance might not cover the whole building if one homeowner is not on the master key program.
  - o The Board is responsible for all 98 units. If one unit changes & wants a special treatment, the other units may pay the circumstances.
- There seems to be a problem with lawnmower grass in the doorways. Matt said his crew should be blowing the grass from the doorways. **Action Item: Matt will follow up with his crew to insure they are blowing the cut grass from the doorways.**

- The chimneys in all units get swept every three years. Maintenance will do better in the future about notifying homeowners when they are scheduled to be swept.
- Comcast issues were discussed. Nothing was settled.
- Homeowners can contact Matt if they have any needs. He will do what he can & then he will call the Board if needed.

**SCHEDULE 2010 ANNUAL HOMEOWNERS MEETING:**

- The 2010 Annual Meeting was scheduled for Saturday August 7<sup>th</sup> at 10:00 a.m.

**ADJOURNMENT:**

- The meeting was adjourned at 12:00 p.m.

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.

DRAFT

**MEADOWRIDGE CONDO ASSOCIATION  
ANNUAL MEETING  
August 9, 2008  
10:00 A.M.**

**BOARD MEMBERS PRESENT:** Dan Dowell, President; Scott Wagner, Vice President; Steve Williams, Treasurer; Jack Seawell, and Mark Williams.

**OTHERS PRESENT:** Brian Lence, CMC President; Matt Priebe, CMC Property Manager; Noreen Frye, CMC Accounting & Association Business Manager; Carolyn Munro, CMC Accounting Clerk

**CALL TO ORDER:** President Dan Dowell called the annual meeting to order at 10:15 a.m.

**APPROVAL OF ANNUAL MINUTES:** Paving parking areas corrections were noted. A motion was made to accept the revisions to the 2007 Annual Meeting, it was seconded and passed.

**MESSAGE FROM THE PRESIDENT:**

- Dan informed all attendees that there were two openings on the Board, his and Steve Williams, both of whom were running again. If any homeowner was interested in running for either of the openings, please volunteer.
- Dan reminded homeowners that CMC should be the first to call if something needs to be fixed in their unit. CMC will then let the homeowner know if the problem needs a Board member approval.

**FINANCIAL REPORT:**

- Noreen Frye presented the Balance Sheet and Income Statement as of June 30, 2008.
- CMC Accounts Receivable department was complimented as Bad Debt had been cleared up to almost zero.

**CLUB MEADOWRIDGE UPDATE:**

- Pat Engstrom introduced himself. He is new on the Club Board. He told the homeowners that he was happy to have anyone look at the Club books.
- Improvements to the Rec Center included new fitness equipment and new umbrellas. The spa jets were being worked on.
- Pat was asked about the balance of \$500,000 in the bank. He stated the Board is saving the funds for future projects. There was still balance of \$407,000 for the mortgage they would like to get paid off.
- There was a discussion about the dues going up, and homeowners could get copies of the projection plan. The Board likes having enough money so they do not have to charge assessments. The owners would like to have the annual projection put in the packets next year. CMC would be able to put the projection on the website if the Rec Board gave them information.

**ELECTION OF BOARD OF DIRECTORS:** There were no volunteers for the two open positions. A motion was made to keep the Board the same. It was seconded and passed.

**MAINTENANCE REPORT:**

- Matt Priebe was delayed at the Lodge's meeting and Steve Williams led the discussion. Steve monitors all CMC work, so please email him with questions.
- The contract with CMC is up for renewal in November. Steve has been going over the contract and fine tuning it. The Board agrees that CMC has made positive changes with Matt and Brian. There are 3 other

property management companies to consider. There was discussion about how the Board selects the management company.

- The punch list will be explained. There will be more communication between the owners and CMC. The owners will get a copy of the punch list so that they know what work will be done and when.
- Mark Williams explained that there were 3 new policies that the Board approved in the earlier meeting:
  - #14 is a new policy addressing rental contracts and sub-leasing. It prohibits rental agencies or renters from sub-leasing properties.
  - #8 is an addendum addressing the responsibility of the homeowner to maintain in good condition any exterior modification they have made.
  - #11 is an addendum regarding the use of grills. Charcoal grills will not be allowed on balconies, only gas or electric.
- It was reiterated that homeowners need to call CMC if there are any problems. CMC cannot fix anything if they do not know about it.
- Brian Lence explained that the policies can be viewed on the [www.associationonline.com](http://www.associationonline.com) website.
- Judy Pugh volunteered to be a Club Board member. Dan will stay on the board, and the decisions will be made at a later date.
- Matt said all issues with the locks have been resolved. A locksmith will be up in September, and there was a sign up sheet in front. A letter has been sent. Ski lockers were not changed.
- Trees have been sprayed and a bid for tree removal has been received. Tree replacement has been an ongoing discussion in Board meetings, and there will be a 3-year plan put into effect. A landscape architect has been hired as Mark is doing a fine job. He does welcome input from the owners.
- Roofs will be inspected the end of August and a report will be sent to the Board.
- There will be concrete work at several buildings. Matt will clarify the bids.
- The fall report will be sent out shortly.
- Some parking lots were regarded.
- The drains at CT29 & CT30 will be looked at and fixed.
- Perforated pipe will be put around the crawlspace entrance at CT26. Matt is aware of the water problem. The dirt around CT26 & CT might need to be re-sloped.
- There will be a bid for the deck on CT25.
- CMC has been proactive with the trash companies regarding the bear problem.
- Matt will try to fix or paid the caps on CT33's deck.
- CMC will take care of the ant problem.
- All homeowners were reminded to pick up after their dogs.
- CMC will check the bulbs and poles on the outside light poles.
- CMC does not have a system in place to track maintenance complaints. Matt explained his crew does monthly inspections and leave cards. If this is not being done, please contact Matt.
- There is a bid out for concrete, stairs and overhangs on CT23 deck.
- It was asked that CMC have sand accessible for owners to sand the walks.

**SCHEDULING 2009 ANNUAL HOMEOWNERS MEETING:** The next Annual Meeting will be held on the Saturday August 8, 2009.

**ADJOURNMENT:** The meeting was adjourned at 12:09 p.m.