

**STONEHAVEN AT BRECKENRIDGE ASSOCIATION
BOARD OF DIRECTORS MEETING
June 30, 2015**

I. CALL MEETING TO ORDER

The Stonehaven at Breckenridge Association Board of Directors Meeting was called to order at 2:10 p.m.

Board Members Participating Were:

Stuart Walsworth

Rae Anderson

Mark Miller

Gary Sawkins

Garth Stroble

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

II. APPROVE PREVIOUS MEETING MINUTES

A motion was made approve the February 13, 2015 Board Meeting minutes as presented. The motion was seconded and carried.

III. FINANCIAL REPORT

A. Profit and Loss as of May 31, 2015

1. Total Income - \$37 favorable to budget.
2. Total Expenses - \$793 favorable to budget due mainly to savings in Common Elements Maintenance/Repair.
3. Net Income - \$9,815 versus \$8,984 budget for an \$831 favorable variance to budget.
4. Reserve Income – on budget.

B. Delinquencies

There was one owner who was one month late with the dues payment and Margarita Sherman has resent the owner statement.

Garth Stroble made a motion to accept the Financial Report. Rae Anderson seconded and the motion carried.

IV. PROPERTY MANAGEMENT REPORT

A. Neils Lunceford Landscaping

The landscapers got a late start due to cold and wet weather in May. They have cut the grass once and they were on site today to try to get caught up with other tasks. Rae Anderson thought the sprinklers needed adjustment because some areas

of grass are turning brown. A Board member explained that some sections of the sprinkler line had been removed previously per owner and Board direction.

There was general discussion regarding the \$15,000 allocated in the 2015 Budget for landscaping. Gary Nicholds said it was for mowing, weed removal, irrigation system start up and shut down. The contract for this year is about \$12,000. In years past, the contract has been \$20,000. Gary Nicholds said he could obtain additional bids when the budget is being drafted for next year.

Stuart Walsworth asked how the north side that was landscaped last year was looking. Garth Stroble said it did not look as good as the south side of the street. One of the big trees may have died. Gary Nicholds will speak to Tim about this issue.

B. Walk Arounds

Gary Nicholds walks the property weekly. He picks up trash and debris and identifies routine maintenance issues.

C. Crack Seal and Seal Coat

Gary Nicholds will meet with Gary Sawkins the next time he is at the property to inspect the roads.

A Board member said some of the concrete driveways are cracking and spalling. The Board should inspect them sometime this summer.

V. OLD BUSINESS

A. Mailbox Review

Rae Anderson said the mailboxes were initially approved by the Post Office, but then there was a staff change and she was told that mailboxes are only being approved for new construction.

B. Composting

Rae Anderson was in favor of trying composting but there does not appear to be community support.

C. Insurance

Gary Nicholds said he was in touch with State Farm. In order to bring the D&O coverage up to par, the premium would increase by about \$1,500/year. He received another bid from CAU for the same coverage for several hundred dollars less. There was general support for increasing the coverage. He will resend the comparison by email so the all Board members can review the information and provide feedback.

VI. NEW BUSINESS

A. Annual Meeting

The Annual Meeting will be Friday, August 7, 2015 at 2:00 p.m. in the Fremont Room of the Summit County Senior Center.

Gary Nicholds will remind owners not to dispose of furniture outside of the dumpster because the Association is charged extra for removal of such items.

Gary will inform the Board which seats will be up for election. The current five members will remain on the ARC.

Rae Anderson requested a discussion about recycling at the Annual Meeting. She also asked that all owners be directed to post the information in their units.

B. ARC Update

Garth Stroble said it appears the current ARC is still intact but one issue needs to be addressed. Paige Beville reminded Garth that a few years back the Board decided that there should be a requirement that ARC Chairman be a Board member. Garth could not find anything in the Association documents. The Board can waive whatever was decided at that time and appoint Paige as the Chairman. She is willing to fulfill that role. Stuart sent her an email about two weeks ago asking her to continue to serve as Chairman.

Mark Miller made a motion to waive any motion from previous minutes requiring the ARC Chairman to be a Board member. Stuart Walsworth seconded and the motion carried.

In terms of the ARC approving a recently submitted project, Peter Marcelli indicated that he wanted to wait until he was on site to review the project. Garth Stroble said this delay was not fair to the owners submitting the plans. Paige Beville will be asked to address this issue.

Gary Nicholds sent plans a couple of times. There seems to be some confusion because there may be two separate sets of plans. The plans differed in their treatment of some deck posts. Gary will follow up with the contractor.

Gary Sawkins sent an email regarding liability in terms of the way the deck was engineered. Section 6.7 of Declarations indicates that the Board, Declarant and ARC are not liable for poor design of a deck.

The most recent location certificate shows there are two small areas where the rock wall that was built by the previous owners extends over the current lot line by about one foot. Gary Nicholds will ask the owner to sign a document acknowledging this fact. The owner will also be instructed to get a statement from a structural engineer regarding the construction of his deck for his own records. It is not an ARC issue.

There is a pile of dirt and sod in the ditch in front of the house. Gary Nicholds will inform the owner that this needs to be cleaned out.

VII. SET NEXT MEETING DATE

The next Board Meeting will be immediately following the Annual Meeting.

VIII. ADJOURNMENT

Garth Stroble made a motion to adjourn at 3:08 p.m. Rae Anderson seconded and the motion carried.

Approved By: _____ Date: _____
Board Member Signature

**STONEHAVEN AT BRECKENRIDGEASSOCIATION
ANNUAL HOMEOWNER MEETING
AUGUST 7, 2015**

I. CALL MEETING TO ORDER

The Stonehaven at Breckenridge Association Annual Homeowner Meeting was called to order at 2:21 p.m. at the SOS Community Center in Frisco.

Board Members Present Were:

Stuart Walsworth, 14 South Road	Garth Stroble, 30 North Road
Mark Miller, 63 South Road	Rae Anderson, 45 South Road
Gary Sawkins, 25 North Road	

Homeowners Present Were:

Bert & Karen Cook, 52 South Road	Peter & Judy Marcelli, 62 North Road
Patricia & Marcus Smith, 21 North Road	Susan Sawkins, 25 North Road
Paige Beville, 67 North Road	Janet Walsworth, 14 South Road

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

II. DETERMINATION OF QUORUM

With properties represented in person and proxies received a quorum was confirmed.

III. APPROVE PREVIOUS MEETING MINUTES

Bert Cook made a motion to approve the August 8, 2014 Annual Meeting Minutes as presented. Susan Sawkins seconded and the motion carried.

IV. FINANCIAL REPORT

Margarita Sherman reviewed the Profit & Loss as of July 31, 2015.

1. Net Ordinary Income – \$13,896
2. Net Income – \$16,296

The Balance Sheet reflected the following balances:

1. Operating – \$25,590
2. Reserves - \$68,525

Karen Cook made a motion to accept the Financial Report. Peter Marcelli seconded and the motion carried.

V. MANAGEMENT COMPANY REPORT

Gary Nicholds reported on completed and pending projects.

1. This winter was much more normal in terms of snowfall and expenditures were more in line with average years.
2. He did not receive any phone calls about guest parking problems this winter.
3. The ice melt system on North Road worked well this winter.

4. The landscaping is looking good and the grass was recently cut.
5. The Association switched insurance carriers from State Farm to CAU. The new policy cost is \$1,136, a savings of \$564 per year, and the policy now includes D&O coverage for the Board members.
6. The houses should be repainted about every five years. Owners were reminded to complete an Architectural Review form and submit it to the Architectural Review Committee (ARC) prior to starting work. The form can be found on the website.
7. A suggestion was made to change the house numbers to a lighter color or reflective material to make them easier to see. The owner who made the suggestion will be asked to provide a proposal for ARC review.
8. The driveways should be crack sealed and seal coated. Gary Nicholds received an estimate of \$4,700 (\$1,300 for the crack sealing and \$3,400 for the seal coating). Gary Sawkins recommended doing the crack sealing as soon as possible and postponing the seal coating until spring. There is funding in the Reserve for this work.

VI. OLD BUSINESS

A. *Mailboxes*

Rae Anderson said the mailboxes had been approved but then there was a staffing change at the Post Office and the new Post Master informed her that mailboxes can only be installed for new construction.

B. *Recycling*

Rae Anderson commented that glass could not be put in the commingled recycling containers. Owners who rent need to be sure to inform their renters. Gary Nicholds commented that the County Landfill was now accepting certain electronic and chemical materials for recycling at no cost for County residents. Owners can recycle glass at various recycling locations around the County. Gary will look into whether a separate container for glass can be added and the cost. The French Creek recycling center will be moved to CMC.

C. *North Side Landscaping*

The landscapers were on site working yesterday. A comment was made that the landscapers did a much better job on spring cleanup this year. There is a broken sprinkler head to the left of the sign. Gary Nicholds will follow up with the landscapers.

Rae Anderson said the area behind her house was extremely dry. She thought there might be areas of the irrigation system that were not working properly. Garth Stroble said some areas of the irrigation system by the fence had been dismantled.

VII. NEW BUSINESS

A. *Reserve Study*

A Board member commented that there were some inconsistencies in the Reserve Study. He recommended having a professional Study done. He estimated it would cost about \$1,000. Gary Nicholds will get bids from Reserve Study companies.

VIII. BOARD OF DIRECTORS ELECTION

The term of Stuart Walsworth expired and he indicated his willingness to run again. There were no other nominations from the floor. Patricia Smith made a motion to reelect Stuart Walsworth. Peter Marcelli seconded and the motion carried.

IX. SET NEXT MEETING DATE

The next Annual Meeting date will be set by email.

X. ADJOURNMENT

The meeting was adjourned at 3:17 p.m.

Approved By: _____
Board Member Signature

Date: _____