

**Twin Rivers Owners Association
Annual Association Meeting
August 7, 2010**

CALL TO ORDER

Sue Poet, President of the Board, called the meeting of the Twin Rivers Owners Association to order at 10:06 a.m. Board members introduced themselves as follows: Sue Poet, Clare Cavanaugh and Nancy Bowman. Dick and Louise Norman and Janet Meinen of Mountain Chalet Property Management and Cheryl Shipe of Alderwood Management Company also introduced themselves as did all owners present at the meeting.

ROLL CALL AND CERTIFICATION OF PROXIES

A sign in sheet was provided in lieu of calling roll and certification of proxies was completed with 11 members present and 37 proxies. A quorum was declared for an official meeting of Twin Rivers Owners Association. Proof of notice of meeting was verified by those in attendance and proxies received.

PREVIOUS MEETING MINUTES

Kitty Miller made a motion to approve the minutes of the August 8, 2009 annual meeting and the minutes from the continuation of the annual meeting on January 26, 2010 as distributed in the meeting packet; 2nd by Tom Cavanaugh; change noted to reflect that full owner name Marie Connors should be Marisa Connors; no further discussion; all in favor. Motion carried.

STATUS OF ASSOCIATION REPORT

Sue Poet gave an overview of the status of the association and actions during the year as follows:

- Completed change of property manager to Mountain Chalet Property Management
- Restructured the loan and paid it off with special assessment and dues increase; loan was paid off sooner than expected due to most owners paying the full assessment up front.
- Configuration of the Board of Managers was changed from a 5 person board to a 3 person board with at least one full owner and one interval owner on the Board in accordance with the association's documents.
- Equalized dues for all units in accordance with the association's declarations.
- Changed the fiscal year to a calendar year
- Updated rules and regulations and unit modification rules
- Prepared a healthy budget with costs in line with income and are developing a reserve fund.
- With new management company looked at expenses and cut costs where possible
- Water and sewer costs have gone up—not based on usage but rather per tap fee from Town of Fraser
- Trash costs have gone up due to closing of dump in Granby; bear proof dumpsters have been installed.

- Hot tub costs have increased—may be an accounting change because MCPM is allocating costs more specifically. Some procedures have changed to make sure the hot tubs are in compliance with all regulations.
- Improvements have been made in the appearance of the property including the power washing of decks and stairwells.
- The Board is very happy with the change in property management and the operational changes that have been made.

Sue further stated that some of the projects going forward are as follows:

- Architectural standards will be updated
- Interval Association is converting their doors to a key code system and the amenities building will also be converted.
- Signage changes will be made
- Analysis of electric usage has shown opportunities for cost cutting by tightening up crawl spaces, sealing holes and replacing heaters with thermostatically controlled heaters.
- It is anticipated that there will be funds available next year to pave half of the parking lot; the work may be delayed a year if significant cost savings can be obtained by doing the entire lot at one time the following year.
- Sue commented that the board now has a significantly lighter work load due to the new management of both associations and thanked Mountain Chalet and Alderwood.

Sue then discussed the relationship of the Owners Association with the Interval Owners Association as follows:

- All owners, be they interval or full owners are members of the Owners Association and the purpose of the Owners Association is to manage all of the common property.
- The Interval Owners Association is a separate association with a separate Board whose primary function is to manage the interior of the interval owned units. Nancy Bowman represents all 26 interval owners on the Owners Association Board of Managers.
- The two associations met jointly in November and clarified the understanding of responsibilities.

INTERVAL OWNERS BOARD OF MANAGER REPORT

Nancy Bowman presented an overview of the status of the Interval Owners Association and actions during the year as follows:

- Changed management company to Alderwood Management
- Association is starting to build a reserve for improvements to the inside of units—currently allocating \$7,000 a month.
- Have established a standards committee for the interior of units and have rated all units to prioritize improvements.
- There are 26 interval units with 50 weeks available per unit—2 weeks are allocated for major maintenance. About 40 weeks are owned leaving 10 weeks per unit that are association owned. There are several programs in place to get more owners.

- Among current owners there is about a 12% delinquency and they hope to get it down to 7 or 8%.
- Cheryl Shipe commented that in addition to the two programs in place to get more owners the association rents the units they own. They are offering a special deal to current Twin Rivers owners to rent a unit for a flat rate of \$280 during the shoulder season and \$380 during high season. Owners can call Alderwood at 970-726-3070 for reservations.
- Cheryl also asked homeowners to call Alderwood if they have any issues with their housekeeping staff.

PROPERTY MANAGEMENT REPORT

Time was given to review the property management report included in the meeting packet and additional information was provided as follows:

- Sue Poet commented that MCPM provides detail of all activity by employee to the Board each month which allows the Board to make better decisions.
- It was clarified that hot tub covers are placed on each night and removed early each morning.
- Mountain Chalet will add grill maintenance to their daily checklist and may buy some utensils to encourage owners to clean the grill after they use it.
- Paint inspections are ongoing—warranty does not include snow storage areas. Sue Poet has stain for touch up and Dick Norman can provide it to homeowners who need it.

FINANCIAL REPORT

Janet Meinen presented the financial information. She noted that the balance sheet no longer has any long term debt and that the association is beginning to build a cash reserve.

MCPM worked with the Board of Managers to develop a more detailed budget and it was included in the meeting packet. As of June 30, 2010 the association shows income of \$37,054.56. Any income at the end of the fiscal year will be used to establish the reserve fund going forward. In the future, the Board will determine a specific portion of dues to be allocated to the Capital Replacement Fund when the budget is prepared. A Capital Replacement Fund spreadsheet for discussion purposes was also included in the meeting packet and briefly discussed.

ELECTION OF BOARD OF MANAGER POSITION

There was one position open for a board of manager position with term ending 2013. Current board member Clare Cavanaugh had previously indicated her willingness to stay on the Board. There were no additional nominations from the floor. Clare Cavanaugh was re-elected to the Board by acclamation.

Sue Poet commented that her term expires next year and she does not plan to run again.

UNFINISHED BUSINESS

- Loan has been paid off
- Flood insurance still cost prohibitive for the association. Only one agent would bid and the cost was \$46,000 to \$48,000. If lenders require it, or owners want it, it can be purchased on an individual basis.
- Surveys and questionnaires—Interval owners requested to be added to the distribution of any surveys and questionnaires. It is anticipated that there may be an owner survey on several issues at the beginning of next year and the interval owners will be included in the distribution and on any future surveys/questionnaires.
- Review of Association CCR's regarding board of manager membership issue—several attorneys were consulted and the board of managers was restructured to be in compliance with the CCR's. The Board did investigate changing the documents so that the 5 member composition could continue but it would require 100% of all mortgage holders to agree as well as all owners and it was recognized that would be very unlikely.

NEW BUSINESS

- Homeowner asked about screen door and was requested to submit a request to the Board for action.
- Sue Poet commented that she will be out of town for a month
- Mountain Chalet is available to do work for individuals-contact Louise Norman.
- MCPM has a recycler who will dispose of old hot water heaters and large items left in the dumpsters if they are gathered into a central area; MCPM is currently transferring items to a location at Beaver Village
- Homeowner commended Mountain Chalet for quick handling of stair issue. All homeowners were encouraged to let MCPM know of any problems they see.
- The next annual meeting will be August 6, 2011 at 10 a.m.

ADJOURNMENT

Kitty Miller made a motion to adjourn; 2nd by Randy Poet; no further discussion; all in favor. Motion carried.

Meeting adjourned at 11:35 a.m.

Approved: August 6, 2011