Valley Pines HOA

2024 Annual Meeting Minutes

Time: 6:00PM

Location: 1400 East Valley Road, Basalt, CO 81621 (valley pines clubhouse)

**Owners Present**: Peter Hooper (208), Paul Squadrito (137), William Bendl (101), Kim DiSalvo (126), Julia Ernst (207), Nick Person (204), Martha Durgy (213), Brian Pollock (133), David Farrell (116), Jerry Liebell (108), Emilia Estrella (103), Evan Witt (213), Jason Anderson (property manager).

**Proxy Votes:** Kristie Goodhard (130 for Peter Hooper), Larry Slater (127 for Peter Hooper), Victoria Thomas (125 for Peter Hooper), Allison Campbell (104 for Peter Hooper), Matt Wagner 114 for Peter Hooper), Nicole Levesque( 136 for Paul Squadrito), Sandra Hribernik (102 for Peter Hooper), Sandra Hribernik (107 for Peter Hooper), Nancy Brown (119 for Julia Ernst), Nancy Brown c/o Benjamin Brown (204 for Julia Ernst), Austin Green.

1. **Call to order** The meeting was called to order by a motion from Mr. Hooper. The motion was confirmed by Ms. DiSalvo at 6:08PM.
2. **Review of past annual meeting minutes** The owners reviewed the 2023 annual meeting minutes. The minutes were reviewed and also posted on the website: [www.valleypineshoa.com](http://www.valleypineshoa.com). A motion to approve the 2023 meeting minutes was made by Mr. Hooper, the motion. Ms. DiSalvo seconded the motion.
3. **HOA Board Report** Mr. Hooper presented the HOA Board report. He informed the owners of the following topics: garage construction, renter move-ins, LED motion sensor light bulb installation in common area hallways, budgeting for landscape projects and accounts receivable.
4. **Property Manager’s Report** Mr. Anderson presented the list of completed maintenance projects, which included: irrigation start-up, spring clean up and fertilization, installation of motion sensor light bulbs, turned off heat tapes, turned off common area thermostats, completed elevator inspection and fire suppression inspections. Mr. Anderson also discussed the current and future projects which included: fire extinguisher inspection, security inspection, common area carpet cleaning, installation of pet waste station and garage construction.
5. **Financials**  Ms. Ersnt reviewed the financials and presented the proposed 2024 budget. The HOA decided that a $45 per month increase for free market units and a 3% increase for deed restricted units beginning June 1st would generate $12K in income. A special assessment of $1040 would be assessed for the purposes of completing approved repairs including: installation of motion sensor light bulbs, replacement of heat tape on clubhouse areas and to offset the insurance deductible of $10K for the reconstruction of the garage on the West side of the complex.

Mr. Hooper presented a motion for the approval of the 2024 annual meeting budget. Ms. DiSalvo seconded the motion. All owners were asked for a yes or no vote. The owners approved the 2024 proposed budget with an “all in favor” motion. Mr. Liebell suggested that the HOA create a cost savings checklist where the property manager might enter a unit and make recommendations to owners for repairs to reduce utilities bills (i.e. check for leaky toilets., reduce thermostats, close windows, check boiler functions).

1. **CCIOA Education** Mr. Anderson presented the CCIOA required homeowner education. The topic of the annual education was “understanding your responsibilities as a landlord”. Mr. Anderson stated that the following measures would assist in effective communication between landlord, tenants and other neighbors: securing a copy of the lease, presenting a copy of the rules and regulations to the tenant, completing a tenant registration form, and for an owner to complete a pre-arrival an departure walkthrough inspection.
2. **Old business was discussed**. Ms. DiSalvo mentioned that the insurance provider is not renewing due to the fire risk in Colorado. Mr. Anderson stated that the HOA has reached out to Derron Cloud State Farm Insurance and Ed Sheptak with Mountain West Insurance.

-Mr. Sledge inquired about the addition of the back pathway to the trash enclosure. Mr. Anderson stated he would get a price quote to the board. Mr. Sledge would like a shovel for the back entry to the clubhouse. He would assist with shoveling. Mr. Sledge asked if kids playing in the common areas was a concern. Mr. Hooper stated that if there was little to no impact, kids playing is ok. There was a request to ask the building manager of the TAC Fitness building to clean up the rock beds bordering the tennis courts. Mr. Sledge inquired about the liability of garage ownership. Mr. Anderson stated that he would inspect the garages with Mr. Hooper to ensure no units are using the garage as a workshop or storing any materials illegally..

 8. **New Business** There was a motion to entertain new board membership. No owners were interested. The existing board would resume for another year with 3 members up for reelection in 2025.

 9. **Motion to adjourn** A motion to adjourn was made by Mr. Hooper. The motion was approved by Ms. DiSalvo. The meeting adjourned at 7:36pm.