

**LAKESIDE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 27, 2010**

I. Call to Order and Roll Call

The meeting was called to order by Dave Lawson at 6:04 p.m. on Wednesday, January 27, 2010.

Board Members Present Were:

Dave Lawson, Unit R1, President
Kathryn Coyle, Unit L6 (via teleconf.)
Eric Black, Unit L13

Representing Basic Property Management were Gary Nicholds and Candy Ramage. Erika Krainz of Summit Management Resources transcribed the minutes from tape.

II. Approve Previous Meeting Minutes

Dave Lawson made a motion to approve the July 15, 2009 Board Meeting minutes as presented. Eric Black seconded and the motion carried.

Eric Black made a motion to approve the November 24, 2009 Board Meeting minutes as presented. Kathryn Coyle seconded and the motion carried.

III. Financial Report

Candy Ramage said there had not been much change since her October email. Her projections were pretty close.

P&L Budget vs. Actual as of December 2009:

1. P&L Total Income – \$1,876 under budget due to budgeting for late fees and other non-guaranteed income.
2. Building Repair & Maintenance – \$1,200 under budget.
3. Cable TV – \$1,387 under budget due to incorrect budgeting.
4. Landscaping & Grounds – \$1,341 over budget.
5. Legal & Accounting – \$2,289 over for Mt. Royal legal issues. Candy said she had not received direction from the Board regarding the \$394 legal bill for Valdez that was never billed to the owner. The owner is finally current. The bill was paid by the Association and is now ten months old because Mt. Royal never billed it to her. Dave Lawson suggested letting the owner know that the Board is waiving the fees on the condition that she stays current for the next twelve months.
6. Management Fee – \$1,800 over budget due to lower management fee with Basic. The account was previously \$3,800 over budget due to the settlement with Mt. Royal.
7. Snow Removal – \$4,358 under budget.
8. Utilities Reimbursement - \$600 under budget. Candy has not received any requests.

9. Water Reimbursement - \$232 under budget.
10. Net Loss – (\$3,832)

The 2009 Reserve contribution was \$9,762 Reserve for a year-end balance of almost \$34,000.

As of 12/31/09 the total delinquent balance was about \$720 for two owners.

Dave Lawson made a motion to accept the Financial Report as presented. Eric Black seconded and the motion carried.

VI. Management Report

Gary Nicholds said it had been a quiet month with not a lot of snow. He has been doing inspections of the heat tape and snow removal. The contractor is trying to plow the main area early in the morning and comes back later to clear the parking spaces when the cars are gone. Eric Black said snow was starting to build up in the parking lot from the smaller storms. He asked if the contractor could scrape down the lot if there are several days of small accumulation. Gary will talk to the contractor. Dave Lawson suggested setting one day when all cars need to be out of the lot so the work can get done.

Gary said he could provide a blue laminated tag to indicate the main water shut off on request.

Gary is doing some night rounds and is replacing light bulbs with CFL's. There was an issue with the lights on the sign. The lights are on a photocell and were not illuminating because it was not dark enough.

The cost to prepare the tax return last year was \$1,100. This year it was completed by Basic Property Management at no cost to the Association.

Gary has not been able to locate the trash removal contract so he will have to try to get a copy from Waste Management. He met with Timberline last week. Timberline thought they could save the Association 5% (\$204/year). Gary said he liked the fact that it is a local company, he knows the owner and they provide excellent service. Dave Lawson said the Board had been waiting to determine the status of the existing contract. The Board was not opposed to switching providers if it will save the Association money.

VII. Old Business

A. *Declarations and Changing the Date of the Annual Meeting*

Gary Nicholds said the Declarations specify that the Annual Meeting should be held in December or January. By law, any modifications to the Declarations have to be presented to the owners and be approved by at least 67% of the membership. He thought the revision could be done in-house. Gary said he would probably have to solicit proxies to reach a quorum. He recommended reviewing the rest of the Declarations at the same time in case there is something else that needs to be changed. Dave Lawson asked Gary to review the Declarations and to provide recommendations.

B. *Pet Issues*

One owner has complained about bags of dog waste being left at the end of the walk but they are usually cleaned up at the end of the day. There is also one dog that is still being allowed to run loose and intimidates one owner, but the last incident Gary Nicholds heard about was in November so he did not think any action was necessary at this point.

Dave Lawson suggested requiring dog owners to participate in a dog waste cleanup day in the spring or charge them a \$50 fee to have it done for them. Owners of rental units with dogs, which are not allowed, should also be notified. Gary will work with Jeff to develop a list of units with dogs.

VIII. New Business

A. *Landscaping and Spring Cleaning*

The Spring Clean-Up Date was set for Saturday, May 15, 2010. Pet owners who cannot participate on that day will be given the opportunity to do clean up earlier as long as another owner will vouch for the work.

Dave Lawson said he wanted to focus on eradicating the noxious weeds, especially the false chamomile. Gary Nicholds recommended using a professional contractor to spray. He will get a price for the Board. Gary would also like to get the flower beds cleaned up. He has access to an unlimited amount of free mulch. Eric Black said some owners like to do their own landscaping. Gary said the work he had in mind was raking up dead leaves and cleaning out dead branches. Dave suggested adding some top soil and more grass seed in the dead patches as well. Gary was asked to get cost estimates for these projects for review at the next Board Meeting.

Kathryn Coyle said an owner asked her about short term renting restrictions in the Bylaws. She has been disturbed by noisy short term renters around her unit. There are no restrictions in the Association documents but renters still have to abide by the rules. Dave recommended calling the Sheriff about any disturbances.

IX. Set Next Meeting Date

The next Board Meeting was set for Wednesday, April 7, 2010.

X. Adjournment

The meeting was adjourned at 7:05 p.m.

Approved By: _____
Board Member Signature

Date: _____

**LAKESIDE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 29, 2010**

I. Call to Order and Roll Call

The meeting was called to order by Dave Lawson at 6:07 p.m. on Thursday, April 29, 2010.

Board Members Participating Were:

Dave Lawson, Unit R1, President

Eric Black, Unit L13

Jeff Thomas, Unit H1 (via teleconf.)

Kathleen Teal, Unit L11 (via teleconf.)

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Candy Ramage. Erika Krainz of Summit Management Resources was recording secretary.

II. Approve Previous Meeting Minutes

Eric Black made a motion to approve the January 27, 2010 Board Meeting minutes as presented. Dave Lawson seconded and the motion carried.

III. Financial Report

Candy Ramage said as of March 31, 2010 the Association was operating with a net loss of \$142 versus a budgeted profit of \$895, about \$1,000 over budget. The main cause of the overage was two Turner Morris invoices totaling \$1,352 for roof repairs. This expense was paid out of Operating but could be paid from Reserves. There is over \$9,000 budgeted in the Landscaping and Grounds line item and Candy suggested cutting back on a project to cover the overage. There is a deficit of about \$9,000 that has been built up over the past several years. The Board needs to discuss a dues increase and make a decision at the next meeting before the Annual Meeting.

The \$9,000 deficit could be addressed by redirecting some of the monthly Reserve contributions or by doing a Special Assessment. The Operating budget is pretty tight and there is not a lot of room to cut expenses. Dave Lawson asked Candy to prepare scenarios for dues increases of 2, 5, 8 and 10%. Eric Black wondered why this was the first time the Board was hearing about this ongoing deficit.

Dave Lawson suggested taking a three month hiatus from the Reserve contribution to cover the Operating deficit. This should be addressed at the next Board Meeting.

Units H5 and L3 are the top two delinquencies. Gary Nicholds will get an update from Erin Griffin and will update the Board. Dave Lawson directed management to charge late fees and penalties to any delinquent owners. He asked that a reminder be included in the next owner statements warning that the late fees will be enforced going forward.

The most significant variances on the Income Statement included:

1. Repair and Maintenance - over budget due to the Turner Morris invoices.
2. Snow Shoveling - \$350 over budget due to the invoice from Mr. Murray that should have been paid last year.

Dave Larson made a motion to accept the Financial Report as presented. Jeff Thomas seconded and the motion carried.

IV. Management Report

Gary Nicholds provided a summary of management activities:

1. Gary received a call from a long term rental company who had a tenant who wanted to put a satellite dish on a tripod. Dave Lawson said it would depend on the unit. Gary will email the information to the Board for approval.
2. Gary received a call from Service Monkey about servicing the chimneys. They would do the same service as last year for the same \$40 fee. The Board agreed that owners should be provided with contact information for Service Monkey so they can call to schedule service individually if desired.
3. Gene Lemke called regarding adding a deck. He needs to locate the property lines and submit drawings to the Board. The deck should be similar to what exists on other units. If it is less than 1' off the ground no building permit is required. Dave Lawson said the property and utility lines should both be marked.
4. There is one spot near the Landings building where ice built up on the sidewalk this winter in a quantity that was too large to chip away. There is gutter on one building because there was water in the crawlspace. Dave Lawson requested a reminder to owners to check for water in their crawlspace.
5. Management is touring the property at least once weekly.
6. Trash patrol is done on an ongoing basis.
7. Shoveled twice in the past week.
8. The snow fence will be removed next week.
9. There have been problems with the roof over Jeff Thomas' unit. A vent was added to draw heat out in order to make the attic a cold space. The cold air is now moving properly.
10. Comcast has been called about fixing the cable by Unit 250.
11. The Waste Management contract runs through June of next year so the Association cannot change to a different provider at this point. The contract should be reexamined again at this time next year.
12. Additional signs were put up reminding owners to pick up after dogs. There have been some owner complaints about dog waste.
13. Identified several cars that qualified as delinquent vehicles per the Bylaws. One was moved and the other two are being moved from spot to spot. There is one car remaining with expired tags that has only been moved once all winter. Management was directed to put another sticker on the car and a note asking the owner to contact management.

V. Old Business

A. *Spring Clean-Up Day*

Clean-Up Day will be May 15, 2010 from 9:30 – 11:30 a.m. The focus will be on pet

waste, flower beds, trash pickup and removal of noxious weeds. Eric Nicholds had an estimate of no more than \$300 to spray the noxious weeds starting in June. Dave Lawson said he would like to have someone on site to coordinate with the owners and provide materials such as gloves and garbage bags. Dave Lawson asked the other Board members how they felt about charging owners who do not show up. Eric Brown did not feel that was fair because some owners are out of town at this time of year. Gary Nicholds suggested providing refreshments as an incentive. He did not support a dues reduction for participants in light of the Association's current economic situation. Gary will organize the refreshments. Jeff Thomas suggested creating a list of projects and sending it to all owners so those who will not be there on that weekend can still do some work. Gary said he would put a note on all unit doors that lists projects as raking, pruning, picking up trash and dog waste and removing clutter.

B. Pet Issues

The Board previously decided that they wanted to change the Rules and Regulations. Gary Nicholds provided an amended version of the Rules and Regulations with changes to Item B based on the County ordinances. The change allows for pets to either be on a leash or in voice control by an individual within 10' of the animal. This change makes the Rules and Regulations enforceable by the County. The Board approved the amended Rules and Regulations.

C. Landscaping

Greenscapes can provide topsoil for \$50/yard and Gary Nicholds can get mulch for free. Gary will work with Bill Cadwallader and let him know about the budgetary restraints. The grounds will be fertilized and watered well and the majority of the landscaping funding will be spent on sprinkler heads and hoses. The topsoil and seed will only be spread in selected areas.

D. Set Annual Meeting Date

The Annual Meeting was originally set for August 14, 2010 but this is in conflict with the Declarations. Gary Nicholds proposed amending the Declarations, which will require an affirmative vote of at least 67% of the membership. The meeting was tentatively scheduled to be held at the Cala Inn. Jeff Thomas suggested setting up a conference line so owners who are not in town can participate.

VI. Set Next Meeting Date

The next Board Meeting was set for Thursday, June 10, 2010 at 6:30 p.m. at the BPM Office.

VII. Adjournment

The meeting was adjourned at 7:39 p.m.

Approved By: _____
Board Member Signature

Date: _____

**LAKESIDE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 10, 2010**

I. Call to Order and Roll Call

The meeting was called to order by Dave Lawson at 6:32 p.m. on Thursday, June 10, 2010.

Board Members Participating Were:

Dave Lawson, Unit R1, President Eric Black, Unit L13 (via teleconf.)
Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Candy Ramage. Erika Krainz of Summit Management Resources was recording secretary.

II. Approve Previous Meeting Minutes

Dave Lawson noted a correction to the spelling of his name in the Financial Report section. As there was not a quorum, the minutes will be approved at the next Board Meeting.

III. Financial Report

As of April 30, 2010 the Association was about \$214 over budget, improved from about \$1,000 over budget as of the last meeting.

The owner with the highest delinquent balance has paid in full.

Dave Lawson said the Board should consider presenting a 5% dues increase for the Operating account to the owners at the Annual Meeting.

IV. Management Report

A. *Project Summary*

1. Removed and disposed of all sand barrels because they were cut open at the top and water penetration was solidifying the sand. Gary Nicholds has obtained two new barrels to replace them.
2. Repaired two light poles where the top caps had come off. One top cap is missing. The poles should be repainted.
3. Lawn maintenance has been started. The range on at least one of the sprinkler heads needs to be adjusted.
4. Service Monkey will be on site on 6/24/10 to sweep the chimneys. Signs will be put on the doors to notify the owners of the schedule.
5. Eric Nicholds put a sign on the Mitsubishi. The owner of Unit #2 responded. The battery is dead and the license plate expired last October. She was told the vehicle must be registered and the license tags must be

- renewed. She was given until Monday afternoon to get this done.
6. Gary Nicholds is trying to identify the owner of the motorcycle parked by the fire hydrant.
 7. The Fire Department did an annual inspection and found that all the breaker boxes in Eric's building have some punches without covers. The holes are an unusual size and Gary Nicholds has not been able to find replacement covers.
 8. The Comcast contract expired 6/1/10. Comcast is proposing a basic annual increase of \$1.89/unit/month to \$32.50. Comcast is going to check all the wiring to determine if it will support a new digital receiver. If so, Comcast will provide digital receivers at no charge. If the Association remains with an analogue signal when Comcast switches to all digital, the televisions will only get channels 2 – 24 and the cost will be the same. If the cable does not support digital, it will be an Association expense to rewire. Gary Nicholds will ask Comcast about a short term (month to month, six months or one year) contract renewal.

B. Landscaping

Dave Lawson proposed disassembling the flower bed in front of his unit and turning the area back into grass. The topsoil from the bed could be used in other areas around the property. Gary recommended having the noxious weeds sprayed by Foothills Vegetation. Eric Black was concerned about the toxicity of the spray. Eric Nicholds will get information about the chemicals used by the contractor. This information will be provided to the Board and the Board can decide if they want to approve this service. Eric Nicholds will also ask the landscaper if the soil from the flower bed is good quality and where it should be placed elsewhere on the property.

V. Old Business

A. Annual Meeting

The Annual Meeting was scheduled for 9:00 a.m. on Saturday, August 14 at the Cala Inn. Gary Nicholds and Dave Lawson will develop the agenda. The owners will be solicited for nominations for the Board.

VI. New Business

Gene Lemke is looking for approval for his deck. His plans have been approved by the Building Department. The Board agreed to approve this project. The owner will be reminded not to park his truck on the lawn while he is working on the project.

Dave Lawson said one of the Summit Cove Recreation Association Board members emailed him to ask if the Association was interested in doing direct payment from the Association to the SCRA. This expense could be included in the regular dues. The Association has already paid 2010 dues. Expenses include property taxes, insurance and management fees. This issue should be discussed at the Annual Meeting. The bill for

2010 was about \$125. Switching to a direct pay system would actually decrease costs by eliminating the management fee.

VII. Set Next Meeting Date

The next Board Meeting was set for Thursday, October 28, 2010 at 6:30 p.m. at the BPM Office.

VIII. Adjournment

The meeting was adjourned at 7:35 p.m.

Approved By: _____
Board Member Signature

Date: _____

**LAKESIDE TOWNHOUSE ASSOCIATION
ANNUAL HOMEOWNER MEETING
August 14, 2010
Dillon, Colorado**

I. CALL MEETING TO ORDER

The Lakeside Townhouse Association Annual Homeowner Meeting was called to order by Dave Lawson 9:05 a.m. on Saturday, August 14, 2010 at the The Cala Inn.

Board Members Present Were:

Dave Lawson, Unit R1, President Kathleen Teal, L11

Owners Present Were:

Robert Ansel, Unit C5	Vanessa Cason, Unit C7
Lisa Hoffman, Unit H6	Carol Alvarado, R7
Leslie Caldwell, 5	Ryan Hoffman, 7
Liz Jackson, L7	Gene and Ruthann Lemke, R10
Meng Lim, C2	James Miles, R2

Representing Basic Property Management were Gary Nicholds and Candy Ramage. Margot Mayer of Summit Management Resources was recording secretary.

II. ROLL CALL AND PROXIES

With 12 units represented in person and proxies received a quorum was reached.

III. VERIFICATION OF NOTICE

Notice of the meeting was sent in accordance with the Bylaws.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

Dave Lawson made a motion to accept the minutes from the August 15, 2009 Annual Meeting as presented. Kathleen Teal seconded and the motion carried.

V. PRESIDENT'S REPORT

Dave Lawson said the grass looked good but he wanted to focus on flowerbeds and shrubbery over the next couple of years. The irrigation system is problematic and noisy and he will be researching the cost for a new one. This is the biggest capital improvement project the Association faces right now. He recommended increasing the budget for landscaping and getting bids for these projects. The new system should be designed to tap into the main water line and be divided into individual zones. A preliminary quote of \$50,000 was received from Neils Lunceford for the work.

An owner commented that the main landscaping issue is dead and overgrown plants. Another owner commented that the grass from weed whacking should be cleaned up at the end of the complex. An owner asked if she could plant a flowerbed at her deck. Dave Lawson said she should let the Board know about it and it should be approved as long it

is built to conform to Association parameters. The flowerbed has to be situated so it can be easy mowed around and it also has to be watered.

An owner asked if the mowing could be done during the week instead of on weekends. Gary Nicholds said he would see if the schedule could be changed.

VI. NEW BUSINESS

A. Reserve Study

Dave Lawson said the Reserve Study needed to be reviewed but he could not find his copy. An owner will send him a copy. Gary Nicholds said the Study should be updated every three years. It can be done internally or a professional firm could be hired. The Board will review the Study.

1. Parking Lot - Dave Lawson said he would determine when the parking lot should be re-asphalted. It was crack sealed last year.
2. Roof - The roof seems fine.
3. Cable - The cable should have been rewired when new siding was installed.
4. Windows and Doors - Owners may replace their windows and doors as long they meet the Association standards. It may be possible to secure bulk pricing for windows and doors to improve the overall appearance of the complex. Replacement of windows and doors is an owner expense.

B. Comcast Contract

The current Comcast contract expires January 4, 2011 and has to renewed or canceled by October 4, 2010. The new offer from Comcast was not very competitive at \$32/unit/month. Dave Lawson asked if owners wanted to renew the bulk Association contract or pay individually for cable. He said if owners opt to pay individually, the dues could be kept the same and the extra funds could be saved for future projects. Kathleen Teal said it was \$60 – 70/month to get cable service from Dish Network or Qwest. Gary Nicholds was asked to obtain bids to replace the coaxial cable.

Bob Ansel made a motion to gather more information before making a decision on the cable service. Kathleen Teal seconded. Dave Lawson asked Gary Nicholds to look into other cable options, including television and internet. Gary Nicholds said he was not sure if he could get all the information before the October 4, 2010 deadline, at which point the contract would be locked for another five years. There was discussion about bundling services and installing dishes at the end of the buildings. An owner commented that there might be complaints about the appearance of the dishes. Dave Lawson said the most logical course of action would be to let the contract expire and find a different solution.

The motion was restated to research other options and to gather more information. Dave Lawson asked for a motion to allow the contract to expire October 4, 2010

pending additional information. He did not think Comcast would turn them down if the Association decided to renew with them in January. Gary Nicholds will obtain quotes. If the Association does not have solid information for the renewal the contract will be allowed to expire. Kathleen Teal seconded but there was no further action on the motion.

C. Summit Cove Recreation Center

The Summit Cove Recreation Center Annual Meeting is scheduled for August 21, 2010. The building has been removed and the costs associated with the Association have been drastically reduced. It appears that dues will be reduced to about \$5/owner/month. Dave Lawson proposed adding an extra dollar in order to save build up the Lakeside Association balance.

The County offered \$250,000 for the parcel, which was not enough money. Dave Lawson encouraged owners to attend the Annual Meeting. He said he would respectfully decline the County's offer and do more research. If the County is truly concerned about affordable housing, they should allow the Association to offer the parcel to the private market.

VII. TREASURER'S REPORT

Candy Ramage said as of July 31, 2010 the cash on hand was \$31,700. She explained that money was borrowed from the Reserve account to pay approximately \$2,000 for damages in a unit that were caused by a leak. No claim was filed because the policy deductible is \$5,000. Gary Nicholds said the leak was in an attic area. Over time the insulation had covered up the vents and condensation leaked into the unit. An owner recommended inspecting all attic areas.

Candy Ramage said the Operating account was \$1,500 unfavorable to budget and management was trying to save money wherever possible. Dave Lawson said the Board decided to suspend contributions to the Reserve Fund for three months in order to get back on track with the budget. He anticipated the Association would end the year close to budget. The Reserve balance was roughly \$38,000.

Kathleen Teal made a motion to accept the Financial Report. Vanessa Cason seconded and the motion carried.

VIII. MANAGER'S REPORT

A. Landscaping

Gary Nicholds said that the grass was looking better every year. He plans to bring in some top soil to cover bare spots.

B. Pets

The pet situation has gotten better but still has to be improved. Owners were reminded that renters cannot have pets and owners must clean up after their pets.

There are three doggie bag stations with bags around the complex. Many of the brown spots in the grass are from dog waste that was not picked up during the winter.

Pet policies are in line with Summit Animal Control policies. There are some owners who are not complying with these policies. Pets must be on a leash or in voice command within 10 feet of the owner. There was discussion about warning owners before issuing fines.

C. *Littering and Garbage*

Gary Nicholds said management continues to clean up around rental units. He asked owners to remind their renters not to litter around the units.

An owner said the recycling bins were always overflowing. Gary Nicholds said he tries to watch the levels but he will research if it would be less expensive to get an additional bin or to order an extra pick-up. Owners should contact him if they notice that the dumpster is full. Owners were reminded not to dispose of large items in or around the dumpster area because the Association is charged a dump fee to dispose of them. Dave Lawson said the Board may research building a new facility for the dumpster, possibly with a gate and lock. This will be part of the capital improvement study.

D. *Water Bill*

Gary Nicholds said that during the summer season, owners with a water bill higher than \$40 will be reimbursed for the difference if their water is being used for the irrigation system.

E. *Deck Extension*

An owner wanted to extend his deck and presented a proposal to the Board. The Board approved it and the deck was built. The owner was under the impression that no permit was needed, which was not correct. A permit has been obtained and in the process it was determined that the deck was built out too far into the common element area. The owner needs the membership's permission to use this common element area.

Liz Jackson made a motion to grant the owner the use of this area. The motion was seconded and carried.

Dave Lawson said the deck looked very nice but the railing stands out. He asked the owner to change the posts to 1 x 4's so they will blend in with the other railings. Gary Nicholds asked that the color be painted to the existing color code. He said that owners have to obtain a permit for anything they build.

IX. NEW BUSINESS

A. Short and Long Term Leases

A short term lease is defined as any lease less than 30 days and anything longer is classified as a long term lease. The Association has no restrictions but owners should keep in mind that the complex is a local community. Gary Nicholds said owners have to make sure that renters are aware of Association policies. The parking lot is not a storage area for cars and parking of trailers is not permitted. Only one vehicle may be parked by the unit and additional vehicles must be moved to another location. Campers cannot be plugged into unit electricity.

B. Snow Plowing

The snow plowing contract includes ten shoveling services per month. Additional shoveling services will be billed separately. There is not a set time when snow has to be removed. An owner requested that shoveling be done in the morning. Gary Nicholds said he would try to have the owner's unit shoveled first. Owners should contact Gary if they encounter problems with the snow shoveling. Kathleen Teal said the snow should be pushed out and moved to the side to free up space. The bins are getting pushed back too far. Gary Nicholds said new sand barrels will be put out this season. There will also be one placed by the dumpster.

X. ELECTION

All Board members who were up for election had indicated their willingness to serve additional terms on the Board. There were no nominations from the floor.

Dave Lawson made a motion to re-elect the current slate of Directors. Gene Lemke seconded and the motion carried.

XI. NEXT ANNUAL MEETING DATE

Gary Nicholds noted that the Annual Meeting should be held in December or January according to Bylaws.

The next Annual Homeowner meeting was scheduled tentatively for August 13, 2011.

XII. ADJOURNMENT

A motion was made to adjourn the meeting at 10:55 a.m. The motion was seconded carried.

Approved By: _____

Board Member Signature

Date: _____

**LAKESIDE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 28, 2010**

I. Call to Order and Roll Call

The meeting was called to order at 6:46 p.m. on Thursday, October 28, 2010.

Board Members Participating Were:

Eric Black, Unit L13 (via teleconf.) Jeff Thomas, Unit HI (via teleconf.)

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Candy Ramage. Erika Krainz of Summit Management Resources was recording secretary.

With two Board members participating a quorum was not reached.

II. Approve Previous Meeting Minutes

The previous meeting minutes were not approved as there was not a quorum.

III. Financial Report

Candy Ramage reviewed the financials. The Balance Sheet reflected that the Association had twice as much cash on hand as the same time last year.

On the Income Statement, there was a \$600 savings in Snowplowing but it was offset by a \$600 overage in Snow Shoveling. Legal and Accounting Fees were \$800 under budget. Overall, the Association was operating about \$400 over budget.

IV. Management Report

A. *Management Update*

1. The County lost the original letter requesting approval of a deck extension. Gary Nicholds wrote a second letter, had all Board members sign it and gave it to the owner to resubmit.
2. A new contract was negotiated with Comcast. The contract includes caps on increases. Comcast will spend \$12,000 to rewire the entire complex with state of the art cable. Comcast will remove all old cable from the sides of the building. They will trench from the pedestals to each unit and access each ground level unit between the foundation and the floor. Units with upstairs outlets will be wired up the side of the building and cover the wires with conduit. Each unit will get a free digital box and adapters for each outlet. Owners will be able to upgrade cable services at their own expense. The project is scheduled to start on Monday and should be completed within one week. Notice of the work was posted on all units.

3. The snow fences and sand barrels will be put out next week.
4. Gary Nicholds toured the property with Greenscapes and requested bids to clean out and repair the planters at the front. Gary will send the information to the Board by email.
5. The property was shoveled and plowed yesterday after the big storm to prevent ice formation.

V. Old Business

A. *Lightposts*

Gary Nicholds said there were two light posts with burned out bulbs and he added this to his project list. He said the Board should consider replacing the light posts in the spring.

B. *Door and Window Replacement*

Gary Nicholds reviewed the procedure for door and window replacement. Owners should inform the Board and all replacements need to match the existing. Gary said some doors needed to be repainted and it may be an Association responsibility.

C. *Plowing Contract*

The plowing contract runs from November through April. RKR, the same contractor as last year, was awarded the contract.

VI. New Business

A. *2011 Budget*

The Board will review the 2011 Budget in a future meeting when there is a quorum.

B. *Landscaping*

Gary Nicholds recommended paying a landscaping contractor to clean up the property in the spring. It will make it easier to maintain on an ongoing basis and will improve the overall curb appeal of the property.

VII. Set Next Meeting Date

The next Board Meeting date will be set by email.

VIII. Adjournment

The meeting was adjourned at 7:20 p.m.

Approved By: _____

Board Member Signature

Date: _____