

**PARK AVENUE LOFTS HOMEOWNER ASSOCIATION
ANNUAL MEETING
April 7, 2013**

I. Call the Meeting to Order

The Park Avenue Lofts Association Meeting was called to order by Denis Franks at 9:48 a.m. on April 7, 2013, in the Park Avenue Lofts Conference Room.

Board Members Present Were:

Denis Franks, President, Unit 307

Robert Johnson, Unit 208

Rob Young, Commercial Representative

Owners Present Were:

Natalie Bertram, Unit 206

Paul Wember, Unit 209

Steve Cox, Unit 303

Proxies were received from Units 201, 202, 203, 204, 205, 207, 304, 306, 308 and 309. The owners of Unit 210 abstained.

Representing Great Western Lodging were Chad Christy, Keith Kroepler, Jackie Gottschalk, Jeff Cospolich and Brian Juchno. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

II. Roll Call and Proxies

With six units represented in person and ten proxies received, a quorum was confirmed.

III. Verification of Notice

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

IV. Review and Approval of Previous Meeting Minutes

Denis Franks made a motion to approve the April 13, 2012, Annual Meeting minutes as presented. Robert Johnson seconded and the motion carried.

V. Financial Report

A. *2013 Budget Overview*

The Profit and Loss reflected that the Association ended 2012 with a position \$2,452 unfavorable to budget overall. Keith Kroepler noted that some Reserve expenses could be moved to Operating at the end of 2013 if there is an Operating surplus.

The financing for Unit 304 is in progress with closing scheduled for May 2, 2013.

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The annual Reserve contribution is \$12,549. Mortgage brokers are selling the loans to Fannie Mae and Freddie Mac. There have been some problems obtaining financing because the Reserve contribution is less than the recommended 10% of total expenses.

The 2013 Budget as drafted does not include any increase to dues. Denis Franks made a motion to approve the 2013 Budget as presented. Rob Young seconded and the motion carried.

B. *Profit and Loss as of February 28, 2013*

As of February 28, 2013, the Association was operating \$1,097 favorable to budget. This report is posted on the website quarterly.

Denis Franks said a projection was done to determine what the dues increase would need to be to increase the Reserve contribution to the recommended 10% of total expenses (\$19,548). The increase would be \$15.99/month for one bedroom units, \$27.50/month for two bedroom units and \$164/month for the commercial unit.

Denis noted that there were some upcoming Reserve expenses. It has been determined that the holding tanks in the basement are steel-lined instead of glass-lined. The first tank failed in June. Tolin had to cut the tank in order to remove it and found 8 – 10" of rust in the bottom. It was replaced at a cost of \$17,500. The second tank has started leaking and will be replaced this spring. The Board felt it would be more palatable to do a one-time assessment, payable in one or two payment installments.

A projection was also done to determine how much dues might have to be increased if energy costs rise. A one bedroom would pay an additional \$16/month and a two bedroom would pay an additional \$27/month. It will not be known if this increase is necessary until the end of the third quarter.

A motion was made to increase the 2013 Reserve Fund contribution, effective May 1, 2013, in order to meet the Reserve funding guidelines for Fannie Mae and Freddie Mac financing. Steve Cox made the motion and Rob Young seconded, the motion carried.

VI. Property Manager's Report

Brian Juchno announced that Jeb Milne had decided to pursue other endeavors and has left Great Western Lodging. Brian recognized him for his service at the building. Jeff Morris has been hired to take his place.

A. *2013/2013 Completed Projects*

1. Resealed the roof outside of Unit 210. The project came in slightly over budget. It leaked again this winter due to failure of the heat tape.
2. There have been some heating issues on the third floor due to a clog in the heat exchanger.
3. One domestic hot water holding tank failed. There is also an issue with rust in the water in the building due to the old holding tanks. A filter has been installed. The second hot water holding tank will be replaced this spring.

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4. Base Mountain Sports is providing complimentary ski valet service for the building. A door was installed between the building and the commercial unit for this purpose. This season it was only ski valet but they are looking at making some room to also include boots next season. A larger, more professional sign will be installed.

B. 2013 Upcoming Projects

1. Heat tape outside Unit 210.
2. Replacement of second domestic hot water holding tank. This will be done when occupancy is low and notification will be sent to all owners.
3. The air handling system in the hallways will be addressed as funding permits. We are hoping this will help with the heat issues in the building and help to circulate the air better.
4. The carpet replacement will be pushed back until next year as it is still in pretty good condition.
5. Driveway asphalt maintenance.

VII. President's Comments

Denis Franks thanked all the management company staff for their responsiveness. He encouraged all owners to upgrade their units. There is a contractor, MJM, who can do much of the work at a reasonable cost. Every unit should have flat screen HD televisions and the furniture should be updated. Given the power of social media, he encouraged all owners to write reviews for the property on Trip Advisor. The building is in great shape and it has been a good year for rentals. Since Easter and Passover are both in late April next year, efforts will be made to schedule the next Annual Meeting date when business volumes subside.

VIII. New Business**A. *Recycling***

An owner asked if recycling could be added. Brian Juchno will see if there is enough room to add containers by the dumpster.

B. *Realtor Lockboxes*

Denis Frank said there had been a decision several years ago not to allow lock boxes. There is currently a lock box on a unit that recently sold. He made a motion to not allow any lockboxes in the building. The motion was seconded and carried.

IX. Election of Directors

The incumbents all indicated their willingness to run again. There were no nominations from the floor. Denis Franks made a motion to reelect the current Board members by acclamation. The motion was seconded and carried.

X. Set Next Meeting Date

The next Annual Meeting date was not set.

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XI. Adjournment

Denis Franks made a motion to adjourn at 11:02 a.m. The motion was seconded and carried.

Approved By:  _____
Board Member Approval

Date: 5/7/13