

**BEAVER BENCH CONDOMINIUM OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**Sept. 9, 2007, at 4 p.m.  
Location: Avon Town Hall**

**RECORD OF PROCEEDINGS**

**I. Meeting is called to order at 4:05 p.m.**

**II. Role is called; the following are present:**

- Stephen Wood — President
- Beth Wilkinson (via telephone) — Board Member at Large
- Kenneth Baughman — Vice President
- Ramie Macioce — Secretary
- Shawn Primmer — Property manager
- Jimmy Hughes — Owner B9
- Mark Goodban — Owner B3
- Kathy Ryan — Owner A21

**III. Minutes from the previous meeting of the Board** — There are no known Minutes of a recent Board meeting to approve.

**IV. Officer/Committee Reports**

A. Vote/elect Association officers — Stephen informs the Board Barbara May resigned as Treasurer on Sept. 8, 2007, via email. Stephen nominates Beth as Treasurer, which is unanimously approved by the Board. Stephen, saying he's the only Board Member currently living full-time in town, volunteers to handle the signing of checks paying Association bills, etc.

B. Meeting rules as per Colorado S.B. 100 — Stephen furnishes a copy of the state-mandated resolution for adopting procedures for the conduct of meetings and asks all Board members to familiarize themselves with these guidelines, so the guidelines can be adopted at a future meeting. Shawn says these guidelines will help the Association stay in accordance with SB-100, adopted by the Colorado Senate in June 2005.

**V. Unfinished/Old Business**

A. Capital projects — After discussion, the Board agrees to revisit capital improvements after 2007 and 2008 budgets have been reviewed/approved. Moving forward, Beth says there are discrepancies in regular payments to the Association's insurance company, Allstate. Beth recommends she, Shawn and Sara at VTA review past payments and the previous Budget and both finalize a Budget for 2007 and propose a new Budget for 2008.

In further discussion, it is noted some retaining walls are in need of maintenance, reinforcement or replacement. Shawn says he has sought and received bids for the work and recommends the work be done in phases, so as to spread out the costs.

B. Storage area/remove/rebuild — Shawn says he has sought and received two quotes for rebuilding the storage shed, and will get a third so we can move forward this Fall.

C. Letter from B-3/Mr. Goodban — Mr. Goodban chooses to dismiss consideration of his letter to the Board.

D. Request from A-3 Ms. May /damage to her unit from upstairs — Barbara May, Owner of A-3, asks the Board to reimburse her for the \$1,000 deductible she must pay her insurance company for water damages incurred during a flood in Unit A14, saying the Owner of A14, David Little, does not have homeowner's insurance. The Board unanimously approves payment, as well as placing a lien on Unit A14 to guarantee the Association ultimately is reimbursed.

After further discussion — with Kenneth questioning the precedent the above action sets for further disputes — the Board considers requiring a copy of each Owners' insurance to be placed on file with either our Accountant or Property Manager. If an Owner does not have insurance and is not willing to obtain a policy on their own, he/she would be sent a letter from our insurance company, Allstate, offering temporary homeowner's insurance until the Owner(s) obtains his/her own policy(ies). The matter is to become an item of New Business at the next meeting of the Board.

E. Plan for fireplace cleaning — Item tabled until the next Board meeting.

## **VI. New business**

A. Develop a Web site for the BBCOA — Ramie presents the Board with a potential design, quoting an estimated hosting fee of \$113/year. Stephen offers ideas from a similar site posted by the Homestead Homeowners Association, in Edwards. Kathy offers a suggestion to add a link for announcements.

B. Association load paid off in August 2007 — Item is tabled until the next Board meeting.

C. Lien on B-8 Sara Straub — The board unanimously approves placing a lien on Unit B8, owned by Sara Straub, who is approximately \$2,000 behind on her Association dues payments.

**VII. Schedule next meeting** — The Board agrees to hold its next meeting Nov. 8 at 6 p.m, location TBD.

**VIII. Adjournment** — Meeting is adjourned at 5:30 p.m.