

**BOARD OF DIRECTORS MEETING  
WESTERMERE CONDOMINIUM OWNERS ASSOCIATION, INC.**

Date Thursday, October 25, 2018 at 1:00 pm MDT

Location Full Circle HOA Conference Room  
560 Mountain Village Blvd., 102B  
Mountain Village, CO 81435  
and via Conference Call

Directors Present Bill Groner, Bruce Crown, Chad Vanderheyden

Others Present Dan Witkowski, Hilary Swenson, Elyssa Krasic

Meeting called to order at 1:03 pm MDT.

Roll call. Determination that a quorum is present; 3 of 4 directors present. One seat is vacant.

Motion by Bill Groner, second by Bruce Crown, to approve the February 1, 2018 board meeting minutes. *All in favor, motion passes unanimously.*

Manager's Report led by Dan Witkowski.

Discussion of the 2019 Proposed Budget

2018 Estimated: Overall, this budget estimates that there will be \$9,764 excess income at year end. Items that are expected over budget include garage door and maintenance and backflow maintenance. Items that are expected to be under budget include snow removal, window washing, legal, utilities and contingency.

2019 Forecast: The 2019 budgets are very similar to 2018. The total expense increase of \$1,650 is mostly driven by the water/sewer rate increase.

Discussion of carry-over income, elevator maintenance, fire sprinkler system, mechanical repair, reserve funding and lobby remodel.

Motion by Bruce Crown, second by Bill Groner, to approve the 2019 Budget with the following changes and present it to owners at the annual meeting. *All in favor, motion passes unanimously.*

1. Carry over 2018 excess income per actual, if any, to 2019 operating.
2. Increase 2019 elevator maintenance to \$6,125.
3. Add \$8,900 fire sprinkler system recharge project to operating 2018 expense, based on proposal from Dynamic.
4. Increase 2019 reserve funding to \$30,000.
5. Add \$10,000 to 2018 lobby remodel estimated actual.

Discussion of mechanical repair options.

Motion by Bruce Crown, second by Bill Groner, to renew the Full Circle Management agreement for a one-year term to end December 31, 2019 with the same fees and to authorize Louise Bryant to sign the agreement. *All in favor, motion passes unanimously.*

Board of Director Nominees (5 seats, 1-year term, election at owner meeting)

Directors all agreed to serve another term. Direction to send a strong recommendation for new volunteers.

Direction to reach out to commercial owners for representation on the board of directors.

The annual owner meeting is scheduled for December 6, 2018 at 1:00 pm MST.

Meeting adjourned without objection at 1:51 pm MDT.

THE FOREGOING MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT ITS MEETING HELD ON December 6, 2018.