

**MEMBER MEETING MINUTES  
Market St Lofts Owners Association**

**December 16, 2009**

Held: 6:00 p.m. on Thursday, December 16, 2009, at Joseph Freed Associates, 0261 Harris St, Basalt, Colorado

The Annual Member Meeting of the Market Street Lofts Homeowners Association was called to order by Caroline Christensen at 6:10 pm. Mr. Kiernan identified the following people during Roll Call.

Members of the Board, Ryan White, Caroline Christensen and Howard Deluca

Members of the Association: Ed Lopez, Tim Bilinski, David Garrison, Kelly Locke, Wendy Lucas, Derek Skalko, Daniel Elkan, Richard Seedorf.

Four Proxies were submitted: Michael Kiernan for Tara Nelson, Michael Kiernan for Jeff Orsulak, Michael Kiernan for Cheryl Scott, and David Garrison for Kevin Roberts.

It was determined that a quorum of Homeowners did not exist.

Also present was Michael Kiernan from Beach Resource Management

**Motion**

A Motion was made by Caroline Christensen and seconded by Ryan White to approve the March 5<sup>th</sup> meeting minutes. The motion passed by majority voice vote.

**Election of Directors**

Ed Lopez said he would like to be on the board. The members agreed to increase the board to four.

**Motion**

Caroline Christensen made a motion to increase the board to four and possibly five if Derek Skalko agreed to become a director. Howard Deluca seconded the motion and it passed by majority voice vote.

**Rules & Regulations**

A discussion ensued regarding the Rules & Regulations. The general consensus of the membership was that the individual owners should take more responsibility informing their tenants about the Rules & Regulations and be more proactive reporting violations to management. Specific incidents of violations were reported by board members and owners and Caroline Christensen stated that a consistent fine enforcement was being implemented that would help deter violators. The membership asked Mr. Kiernan, property manager, to send notices to violators regarding noise and safety issues.

### **Financial & Budget Discussions**

Mr. Kiernan explained the budget line item by line item. David Elkin was concerned that the people who had purchased separate parking spaces were paying an inordinate amount of assessments. The Board agreed to research the parking assessment schedule so they could better understand who was being assessed and why.

Director Deluca explained that he was in the process of creating a proposal to replace the existing garage lights with more cost effective LEDs. Deluca explained that the LEDs used less energy and cost less to replace. Derek Skalko expressed concern regarding the regularity of the trash pick up and Kiernan stated that there had been some issues but in general Waste Solutions had performed well. Other owners were concerned with the accumulation of unauthorized trash. Kiernan explained that people who moved out without scheduling with management were mostly responsible for the problem. Kiernan stated that since the move in and move out procedures had been implemented the situation had improved but without 24 hour surveillance it was impossible to catch offenders.

Director Deluca suggested that management arrange for a contractor to perform, at the owner's expense, a unit by unit inspection of the life safety & HVAC systems with the intent of reducing costs and increasing safety and efficiency. Kiernan said he would investigate the possibilities.

Kiernan explained that if there were no major unforeseen expenses and if the accounts receivable, which are currently over \$39,000.00, are collected there would be an estimated surplus of \$46,000.00. Management recommended to the Board that it increase capital reserve funding to \$40,000 from the original \$20,000.00. Management felt that considering the current economic climate that it was fiscally prudent to increase reserve funding to hedge against the possibility of foreclosures and uncollected assessments. Kiernan asserted that the \$40,000.00 in reserve funding, which represented 17% of budget, is within acceptable standards for associations. Director Deluca said that once the association can accumulate \$250,000.00 in reserve funds it would make sense to reduce assessments.

There was no further discussion on the budget and it was ratified as presented

**Adjournment**

There being no further business before the Members, the meeting was adjourned at 7: 40 pm.

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Michael Kiernan  
Manager

Seal:

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Date of Approval