

**Villages of Garrison Creek**  
**APPROVED Minutes – October 25, 2011**

Board Members Attending: Joyce Beecroft, Doug Botimer, Don Coleman, Allan Fisher, David Shannon

Guests: Dick Cook, Donna Fisher, Scott Towslee

1. The Agenda was accepted.
2. By common consent the approval of the September 26, 2011 minutes was tabled.
3. By common consent the topic of filling the vacant Board position was tabled.
4. By unanimous vote Allan Fisher was elected to fill the position of Secretary – Treasurer. How these duties are to be divided between the elected board position and the paid assistant are to be discussed at the next board meeting.
5. A motion to approve the Borth boundary adjustment was passed – Allan, Don, Doug, Joyce yes, David, no.
6. The following motion by David Shannon was passed unanimously:  
It is moved that Board adopt a plan of action to review and modify the Master Documents as follows:
  1. The Ad Hoc Document Review Committee, (AHDRC) shall bring the changes to the Master Documents that they see as helpful and needed to the board in form of bullet points of conceptual ideas.
  2. The board would discuss and refine the concepts. A majority of the board members would approve the changes that would then be given to all property owners.
  3. The agreed upon conceptual changes would be presented in written form to all property owners.
  4. The Board shall present and recommend at a general member meeting, either annual or special meeting changes which shall be discussed at a meeting where further input would be gathered and a vote of support or disapproval of the concepts would be taken.
  5. If approval by a majority (66%) of the owners at the meeting whether by proxy or in person then an attorney, acceptable to the board and the developers, would be engaged to suggest revisions to the documents that would incorporate the agreed upon concepts.
  6. The revisions would be reviewed and approved by the board.
  7. The revised documents would be presented to owners for a final vote and adoption.

During the discussion prior to the vote on the motion it was agreed that the intent of this motion was to clarify a logical way forward to modify the governing documents in accordance with the procedures outlined in the VGC governing documents. This motion was not intended to replace the procedure outlined in the governing documents.

7. There was a general discussion of the budget during which Don presented a report from contacts with lending institutions indicating that “A current reserve study must be performed to insure that adequate funds are available for capital expenditures and maintenance. A current reserve study is no more than 12 months old and is updated if conditions have changed. A review must determine that that budget is adequate and provides for the funding of replacement reserves for capital expenditures and deferred maintenance in an account representing at least 10% of the budget and provides adequate funding for insurance and deductibles.”

A motion was approved unanimously to obtain and update to our Reserve study with a cost not to exceed \$2,500.

8. Dick Cook and Scott Towslee presented the following document for consideration by the board:

September 20, 2011

TO .. Master Board, Villages of Garrison Creek

FR ... Scott Towslee & Dick Cook [Common Area Committee]

RE .. SPECIAL PROJECTS FUNDING REQUESTS .. **COST ESTIMATES**

BLUE FONT = HIGH PRORITY PROJECTS

**2011** [remaining projects if funds are available from contingency and/or reserve]

PUTTING GREEN .. CARPET CLEANNING \$350

.. install FRENCH DRAIN \$1300 [ installed only if carpet cleaning is successful]

.. METAL CUPS replacement, cup setter purchase \$175

DEAD TREES, SHRUBS REMOVAL, select TRIMMING, 6 Replacement TREES  
\$2900

5-6 WALKING TRAIL .. NEW BARK [near Bridge 1 only] \$340

E POND .. power supply, aeration fountain \$2100

**TOTAL \$7165 .. finish fall 2011 projects**

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## 2012 [subject to budget/project approval]

ASPHALT SEAL for PHASE 10 and all road crack fill \$5900

WALKING BRIDGE INSPECTION, REPAIR .. except Bridge 4 not owned by HOA  
\$11,000

TREE, SHRUB REPLACEMENT & REMOVAL [2012] \$2400

CONTINGENCY for “unplanned, high priority” PROJECTS .. \$5500

RUN OFF WATER DRAINS .. CLEANING \$1200

GAZEBO PAINTING \$2100 [includes permanizer primer on railing + two railing coats]

NEW BARK .. select bare spots only \$750

**TOTAL \$28,850 .. high priority 2012 projects**

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PONDS .. W Pond [select dredging] \$9,000

W Pond AUTOMATIC FILL \$600

ROAD EDGE SNOW MARKERS .. install temporary winter markers \$700

BENCHES @ GAZEBO \$800

CLOCK TOWER CLOCK REPAIRS \$4500

**TOTAL \$15,6000 .. low priority 2012 projects**

9. An amended motion to obtain two bids on any items above \$1,000 if volunteers are available to obtain these two bids with the information to be reviewed at the next board meeting passed unanimously.
10. Don will prepare a preliminary budget and email to the board members within two weeks.
11. Don will work on setting the next meeting time. November 30 was suggested as a possibility.

Minutes submitted by Allan Fisher.