

**ANNUAL MEETING**  
**WESTBROOK VILLAGE COMMUNITY ASSOCIATION**  
**DECEMBER 8, 2021**

**TIME: 3:00 p.m.**

**PLACE: Web Meeting via w.w.Zoom.us, Ed Kelley as Zoom host.**

**Owners present:** Anderson, Bamberg, Beck, Fetterman, Furtney, Harmon, Harpole, Henrikson, Hochstein, Hlavacek, Jankowski, Kelley, Lathrop, Levison, Lucas, Lyford, Marlin, McConahy, Meyers, Nunally, Patterson, Redwine, Rinner, Skinner, Solt, Voogt.

Represented by proxy: Bottagaro, Patterson, Roth, Townsend, Trager, Van De Grift.

The meeting was called to order by Deb Lyford, President of the Association at 3:04 p.m. It was confirmed that a quorum of owners were present.

Board members and Linda Fetterman, accountant, were introduced.

It was moved and seconded to approve the minutes of the 2020 annual meeting.

The agenda was accepted as given.

Deb Lyford reviewed rules of the meeting with a reminder that one minute time limit would be allowed for comments with the possibility to lengthen the time if the discussion was productive.

**Budget:** Linda Fetterman presented the budget report, the budget for 2022 with comparisons to the previous four years, and the Profit and Loss Comparison for January through December 2021. Due to the lack of snow in the fall and winter of 2021, there will be a surplus in the budget that will carry over to 2022.

The Board voted to award the landscaping and snow removal contract to EA ProScapes with a \$4800 lower bid than from JGT Construction, LLC (Javier's company). Tree trimming, tree removal and stump removal by Summit Tree Care will occur during the winter months to take advantage of a 10% discount. St. Vrain Arbor Care's rates for Emerald Ash Borer treatment remain the same as in 2021.

Because of these savings, homeowners' annual dues will remain the same as the previous year: Blocks 1 and 2= \$2136; Block 3= \$924.

**New Accountant:** Linda Fetterman, who has been our accountant for WBV since its inception, is retiring. Michelle Michael of Atlas Accounting will begin as our new accountant.

Payment dates for dues are changing. Monthly dues payments will no longer be accepted

Blocks 1 and 2:

Annual dues of \$2136 are due January 1.

Semi annual dues payments of \$1068 are due January 1 and July 1.

Quarterly dues payments of \$534 are due January 1, April 1, July1, and October 1

Block 3:

Annual dues payment of \$924 is due January1.

Semi annual dues payments of \$462 are due January 1 and July1.

Quarterly dues payments of \$231 are due on January1, April1, July 1,October 1.

If payment is not received, a late fee will be charged and interest may be assessed as well on any late payment not made within 10 days of the due date.

Dues payments may no longer be delivered or mailed to Linda Fetterman. Do not mail payments to the Niwot mailing address.

Given the slow mail delivery, owners are reminded to mail future dues payments in a timely manner to avoid late fees.

More information concerning payment arrangements will be forthcoming in the next week.

Residents and Board members expressed appreciation for all the years of service Linda Fetterman has provided to us in Westbrook Village.

**Resident Concerns:** There was discussion of the budget for electricity for the two irrigation clocks and the low voltage lighting at the entrances.

Discussion of the new one year landscaping and snow removal contract explained that a higher level of service is hoped for with EA Proscapes, a local company with good references. Homeowners in Block 3 will be needing to contract with a new lawn care service as Proscapes does not do individual contracts. Ray Hlavacek is looking into that situation.

The 2022 budget was accepted with no objections.

**Nominations for Open Board Positions:** Sue Harmon and Lana Lathrop are finishing their terms on the Board.

Nominations from the floor were taken for individuals to fill these positions. Don Rinner was nominated and Larry McConahy will serve in the other open position.

Members voted with no exceptions to accept the new board members who start their terms January1, 2022.

**Website Maintenance:** Jack Bamberg has agreed to manage the WBV website ([www.WBVCO.com](http://www.WBVCO.com)). The CC&Rs and information are available the website, and a password protected roster of homeowners is on the site.

Sharon Hlavacek was recognized and thanked for her time spent keeping the roster updated.

**Legal Counsel:** The Board will be searching for and hiring appropriate counsel to review the CC&Rs, addendums, and exhibits to update and streamline them to current standards. There are funds budgeted for this purpose.

Dick Levison pointed out that he solar light illuminating the flag at the south end of the community was out. Ray Hlavacek will check into that.

Ed Kelley was recognized for hosting the annual meeting via Zoom.

With no other community concerns presented by the members, the meeting then adjourned at 4:11p.m.

Respectfully submitted by Susan Harmon, Vice President/Secretary