

**COUNTRY CLUB TOWNHOMES CORPORATION**  
**P O BOX 6159**  
**SNOWMASS VILLAGE, COLORADO 81615**  
DRAFT Minutes  
Annual Meeting  
December 27, 2012

Board members present for the meeting: Louis Brandt, John Flynn, Bob Loubier and Barry Peters. Elaine LeBuhn attended by phone. Mike Baker, Adam Robison and Ricky Camacho, employees of the CCTH, Brad Wyatt and Sarah Popish, our accountants were also present.

Brad Wyatt, Accountant, established that over 25% of the homeowners were either present or submitted proxies. Brad reported a tally of the proxies revealed the following slate was elected: Louis Brandt, Jim Finn, John Flynn, Elaine LeBuhn, Bob Loubier and Barry Peters.

Elaine LeBuhn gave proof of notice of the meeting as of November 16, 2012.

Louis Brandt, President, called the meeting to order at 4:15 PM in the Daly Room of the Snowmass Club.

Representatives of the following Unit owners present included; Tami & Muichelle Murray (Unit 2); Lynn Davis, (Unit 3); Bob Loubier, (Unit 14); Bob McLennan, (Unit 20); Bill Floersch, (Unit 21); John & Mary Lou Flynn, (Unit 22); Steen & Annette Kanter, (Unit 25); Gayle Godwin, (Unit 26); Howard & Maryless Foley, (Unit 30); Charles & Bunny Burson, (Unit 33); Huddy Mexic, (Unit 34); Doug Crews, (Unit 42); Dylan Cooks & Gail Brown, (Unit 46); Georges Collin, (Unit 53); Tom Goode, (Unit 62); David Wysong, (Unit 66); Joanne & Wiley Caldwell, (Unit 69); Scott Fitz Randolph & Christina Rose, (Unit 70); Curt Strand, (Unit 80); Bruce Bauman & Anne White, (Unit 81); Ron Ramsey, (Unit 86); Mark & Joni Goodman, (Unit 93); Elaine LeBuhn (Unit 83) attended by phone.

Louis asked for review of the minutes of the annual meeting of 2011, no corrections were noted. A motion to accept as presented was offered with a second. The motion carried and the minutes were approved as presented.

Louis called attention to his State of the CCTH Association which was emailed earlier to all owners. (Reprinted below)

## **State of Association - 12/17/2012**

### **Personnel**

Bob Loubier joined your Board of Managers bringing the number to six. Bob will oversee Human Resources and Maintenance.

Robert Nelson resigned from our Maintenance Department and Mike Baker was promoted to Maintenance Manager. He will be assisted by Adam Robison and Ricky Camacho.

A Landscaping Committee was formed, chaired by Marylee Foley, to provide representation from each Pod.

### **Legal and Administration**

A review of our By-Laws was undertaken in order to clear up any confusion between our By-Laws, Rules and Declarations. During that process, it was determined that we needed to make changes to our Declarations in order to comply with recently created laws by the Co. Legislator known as CCIOA. This is a process which is complicated and expensive; hence the line item of \$60K through May of 2014 to cover estimated architectural survey and legal expenses.

We have altered the financial report in order to get all information on one page and make it easier to understand. You will note that this report reflects the fact that we are dealing with a one-time 18 month budget.

Our Web Site has been redesigned and updated in order to make it more user-friendly. Please review it and let Elaine know of any suggested corrections or refinements. [www.sccth.com](http://www.sccth.com).

In order to view some information it will be necessary to **Log In**. Your I.D. is your unit # preceded by 0. Your password is **sccthblog!123** You can change your password if you prefer by just following the steps indicated on the blog.

Because of “Snowmass Warming”, we have had several owners consider the addition of air conditioning. We have published guidelines for this process which are included on our website under **Architectural Guidelines**.

## Capital Expenses

As was explained in the October Newsletter and is shown on your financial report, our Capital Assessment will be \$300K per year for the next six months and then increased to \$450K per year until the entire cedar shake roofs have been replaced by the Divinci product which is fireproof and has a 50 year life expectancy.

Louis Brandt

During Louis' remarks, he answered questions regarding his statements. Howard Foley (Unit 30) asked why a new survey is necessary since one was completed by Greenline's staff when we did the minor PUD at the time of the renovation. Louis explained that we brought our Rules and Regulations as well as Bylaws into compliance with CCIOA last year but left the Declaration and map issue until this year. Our attorney, Lucas Peck felt we needed to complete another survey in order to begin the work of bringing our Declaration into compliance with those guidelines. Louis noted that Lucas convinced the Board that a new survey was necessary even though several members of the board questioned its necessity. He also noted that probably the only time this could come into question would be when one of the units which has had a "bump out" done is sold and the new owner questions the plat. Anne White (Unit 81) recalled that Bob Dyché measured all interior units of the complex and therefore all square footages should be correct when advertised for sale. Louis stated we received 2 bids from survey companies in Glenwood Springs and that was how the figure of \$65,000 was derived. Howard noted that the Town of Snowmass Village accepted the survey and approved the minor PUD from it. Louis stated he would ask our attorney to draft a response to the question and provide it to all owners in the near future.

Louis further noted the website is now more user friendly and owners can view their own profile and make changes. Howard noted he had trouble downloading the budget and Elaine said she would get it repaired.

It was also advised that anyone wishing to install air conditioning in their unit should refer to the new guidelines shown on the website.

John Flynn gave an overview of the proposed budget for 2013-2014 noting we will keep the capital expenses at \$300,000 for the next 6 months and then up it to \$450,000 per year until all the roofs have been replaced on Phase I and II. We were able to control last year's operating budget costs by several different methods; 1. The weather was warmer and the electricity was much less than expected, 2. The Maintenance team has been diligent in making certain the heat tapes have been turned off when not needed and 3. Some purchases were not made at the last minute. These were the positives, the negative was that our insurance premium increased by 20%. This resulted in the year ending with 3% under budget!

Brad further discussed and answered questions concerning the budget. He explained that owners who do not pay their assessments on time will be charged a late fee and interest. Total assets at the time of the meeting were \$407,348. The budget proposed at this meeting is for the period December 1, 2012 through May 31, 2014. The Operating Budget will remain the same as last 12 months with the Capital Budget being \$300,000 for 6 months and then \$450,000 from June 2013 through May 2014. The motion was made and seconded that the budget be accepted as presented. The motion carried. He again encourages owners to sign up for the automatic payment plan and distributed enrollment forms for those interested.

Mike Baker gave an overview of Maintenance Projects and introduced his crew, Adam Robison and Ricky Camacho. Mike noted the crew will now wear uniforms which are being supplied by the CCTH Association. He encouraged owners to contact them, noting they can do so by phone, text or email at [maintenance@sccth.com](mailto:maintenance@sccth.com). He suggested an owner call them first as they can help and this will save both the homeowner as well as the Association. He praised Rob Gilfillan, who acted as the general contractor for the reroofing of Building 11 and indicated Building 6 (Units 31-35) may be reroofed next summer (approximate time table July 4-Labor Day) and that Bldg 9 (Units 34-39) and 4 (23-30) will follow thereafter. Mike asked that owners not utilize the areas where snow has to be stored in the winter as it makes it difficult to plow and they plan to use some salt this winter to aid in snow removal. He also asked that owners adhere to the posted speed limit as there have been some near misses with cars and people!

Under business from the floor, Scott Fitz-Gerald (Unit 70) asked that there be no surprises in terms of eliminating trees in the spring and that a protocol be established for all over landscaping of the campus. Louis reminded everyone we have a Landscaping Committee, chaired by Marylee Foley with a representative from each of the pods making up the committee and if there are suggestions or questions to please forward to them.

Louis noted the Board established a bonus pool last year and that the crew was given a bonus at the end of the year.

Howard congratulated the maintenance crew on a very good job and a round of applause followed. The Board was also thanked for their work.

The meeting adjourned at 5:25 PM to meet again on July 22, 2013.

**Minutes by Elaine LeBuhn**

**Country Club Townhomes Corporation Board of Managers**

**December 1, 2012-May 31, 2014**

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