

## RIVERWALK MASTER ASSOCIATION

Minutes of Annual Meeting  
Riverwalk Clubhouse  
August 23, 2011

Call to Order. President Hofmann called the meeting to order at 7:00 P.M.

Certification of Notice. The Secretary certified that notice of the meeting had been duly given by mail.

Quorum. A quorum is 10% of the membership, which is 56 units. There were 59 units represented in person and 91 by proxy. A quorum was declared.

Approval of 2010 Minutes. The minutes of the annual meeting of 2010 were approved, as written.

President's Report. The President went through the annual budget process and explained the allocation of income between operating expenses and reserve funds. He briefly summarized the financial history of the Association and described the reserve study that was done in 2009. He reported that there is a \$3 dollar increase in the monthly assessment, which is now \$54. He pointed out that the 2012 budget contains cuts in operating expenses, but that it continues to provide for maintaining the reserve fund. Then he summarized a number of events and achievements that have occurred in the past year. He thanked outgoing board members Mary Taylor (Mimi) Hassouna, Noreen Heiss, and Bob Zinke for their service. He also praised staff members and residents for volunteer service to the Association. He mentioned improvements to the Clubhouse and facilities this year, particularly the remodeling of the kitchen and replacement of pool and spa heaters.

Treasurer's Report. The annual budget for the 2011-2012 fiscal year was distributed to members along with the notice of the annual meeting. Speaking for the Treasurer, Liz Lauder, Ray Dobrowski reported 2010-2011 year-end balance sheet figures and income and expense highlights. Total cash including the reserve account is \$141,000. The value of the Clubhouse and Association property exceeds \$1,000,000. Expenses were under budget for the year by about \$14,000. Spending from the reserve fund, however, was \$8,000 over the \$30,000 amount projected for it. At the end of the fiscal year in July, 2011, the number of delinquent accounts was 21, or about 4% of the total membership of 552. Nationwide, the average delinquency rate for Associations is about 15%. Of the 21 delinquencies, eight were over \$500. The total amount of the delinquent accounts was \$17,800, an increase of \$4,600.

Association Manager's Report. Sherry Clausen gave a detailed report. She described her duties as Association Manager, which includes management of the Clubhouse, pool, grounds, landscaping and streets to maintain the property in excellent condition and keep it attractive for the members, guests, and prospective purchasers of residential units in the Riverwalk community. The Manager is also responsible for working with contractors, vendors and suppliers, supervising the staff, working with members, organizing volunteers who sponsor and set up events at the Clubhouse, working with realtors, and interfacing with the community. She thanked the staff and volunteers, who do such things as deliver newsletters, work on fund raisers, work on committees, help with maintenance, and organize potlucks.

The past year's property maintenance items included replacing the east entrance door, hot water heater for the locker rooms and heaters for the pool and spa. Street concrete, asphalt and sidewalks were repaired; Hawthorn, Spruce and Ash trees were trimmed for the first time. There were extensive kitchen improvements this year, which were financed in part with proceeds of a bake sale that was organized and carried out by volunteers.

The Clubhouse was used for 125 events during the year including 25 HOA events. Additionally, the Clubhouse is home to many resident activities, including daily/weekly board games, cards, line dancing, and exercise classes and is also headquarters for a variety of volunteer and service activities.

Rentals generated \$31,000 in revenue from private events. This amount was approximately \$3,000 under budget. There were an unusually high number of cancelled events this year, with many of the contract holders citing economic factors.

An emergency telephone service was instituted August 1<sup>st</sup>. Building emergencies, including problems with plumbing, pool or spa, or reports of vandalism, trespass, and other suspect activity in or around the Clubhouse, pool and grounds can be reported after hours by calling the Colorado Safety Patrol at (303) 623-0768. The Patrol is the security agency that oversees the evening closure of the building and pool. Three volunteer board members are available to be called to assist the security team in case of a call to the Colorado Safety Patrol.

Sherry concluded her report with an invitation to the membership to come up with new ideas for entertainment and events at the Clubhouse that will appeal to all members. The staff is looking forward to help organize volunteers to set up evening events for those members who work during the day.

Introduction of Board Members and Welcome to new Board Members. Each current board member introduced himself or herself. President Hofmann introduced new board members Jim Perry from Lakeshore, Ray Dobrowski from the Townhomes, and Michelle Milash from The Arlington.

#### Question and Answer Session

A member questioned the manner in which the Ash trees were trimmed this year. She stated that the trimming was excessive and could result in killing the trees. President Hofmann responded that the board had consulted with the tree contractor and several experts before authorizing the trimming.

A member asked when to expect closing of the pool this year. The answer was sometime during the week of September 12<sup>th</sup> depending on the pool contractor's availability.

A member complained that she still received payment booklets for her monthly assessment payments even though she uses an automatic withdrawal from her bank account.

A member complained that the Nevada Ditch needs to be cleaned of trash and debris and sprayed for mosquitos. The Nevada Ditch is not owned or controlled by the Association, although it abuts portions of Lakeshore, Belmont, and Fairway Six.

A member asked why the hot tub needs to be closed during part of the winter. Closing the hot tub for three months saves approximately \$4,600 in energy costs (\$3,600 net savings after closing and start-up costs). This year the staff attempted to get a count of the number of people

using the hot tub during the winter months. The number was relatively small but it is acknowledged that some unknown number of users did not bother to sign the sign-up sheet and thus went uncounted in the survey. The matter is subject to possible re-evaluation for the coming winter.

Several members commended Sherry Clausen and the staff for their efforts during the year.

New Business. There was no new business to come before the membership.

Adjournment. The meeting was adjourned at 8:00 P.M.

Gary Greer

Secretary