

**The GRAYSTONE
MANAGEMENT CORPORATION MEETING MINUTES**

1170 East 2700 South

Salt Lake City, Utah 84106

(801) 486-8484

Purpose of Meeting: ANNUAL MEETING 2023

Meeting Date: SEPTEMBER 10, 2023

Attendees – Graystone Board

PATRICK HANNA – BOARD PRESIDENT

JOSH THOMAS

CHARLES LOMBARD

SHARON WILLIAMS

ANN GRANATO

Attendees – Earthworks Management Co. RICK DUGGAR

STEVE BREITLING

Homeowners: 76 (initially)

The meeting was called to order by Patrick Hanna, Board President at 10:07 AM

Discussion of protocol to continue the meeting without a Quorum present.

A vote was taken to close the meeting and reopen to conduct business without a Quorum present.

The vote was unanimous

Motion to close the meeting by Patrick Hanna

Second by Steve Jensen (H-61)

The meeting was closed at 10:08 AM

The meeting was reopened by Patrick Hanna at 10:09 AM

I. Introduction of Board Members

a. Patrick Hanna – Board President

b. Josh Thomas – Treasurer

c. Ann Granato – Secretary

d. Charles Lombard

e. Sharon Williams

i. Excused – Ray Whyde – Vice President

- II. Discussion by Patrick to conduct the meeting under Robert’s Rules of Order. Members will speak with respect. Members will identify themselves with name and condo number prior to speaking. Patrick will control the floor and cede time as appropriate.

- III. 2023 ANNUAL MEETING MINUTES – Charles Lombard
 - a. Patrick asked to include Board members’ names
 - b. Motion to accept minutes as amended
 - i. Motion – Patrick Hanna
 - ii. Second – Sharon Williams
 - iii. Passed unanimously

- IV. VACANT BOARD POSITIONS – Patrick Hanna
 - a. Ann was appointed to fill Sarah Behren’s position and must be voted in to serve
 - b. There is a vacancy due to Sam Forester’s resignation
 - c. Request for nominations from the floor
 - i. Nomination of Brad Stevenson
 - 1. Nomination by Patrick Vaughn (T-159)
 - 2. Second by Ann Granato (H-64)
 - ii. No further nominations
 - 1. Vote by approved by affirmation

- V. OPERATING BUDGET AND PROPOSED INCREASE – Josh Thomas - Treasurer
 - a. Discussion of Operating Budget for 2023
 - b. Presentation of Proposed Operating Budget for 2024
 - i. Discussion of 15% increase for next year
 - 1. **QUESTION** – Barbara Sidwell (V 171)
 - 1. How is the reserve amount calculated?
 - 2. Answer – Rick
 - 1. It is calculated based on 10% of the operating budget
 - 3. **QUESTION** – Barbara Sidwell (V171)
 - 1. Should we consider an increase due to a decline in the reserve account over the past four years?
 - 4. Answer – Josh Thomas
 - 1. Fees are going up to help restore the reserve account
 - 5. **QUESTION** – Ann Granato (H64)
 - 1. Requested Josh to explain the option of a special assessment.
 - 6. Answer – Josh Thomas Treasurer
 - 1. If a large issue occurred, there would be a special assessment levied on each owner. It could be several thousand dollars but would not be due at once. There would be a payment schedule.

2. Josh also explained that there had been several years when there was not increase because there had not been long range planning.
7. **QUESTION** – Mark Anderson (C-24)
 1. What is included in the Earthworks Contract amount paid?
8. Answer – Rick and Steve
 1. Contract pays employees, taxes, insurance
 2. Maintenance on equipment owned by Earthworks
9. **QUESTION** – Vickilyn Lallatin (M-100)
 1. When does the new Fee Schedule take effect
10. Answer - Josh
 1. January 2024
11. **QUESTION** – Janice Bosen (V-166)
 1. How was the problem with the water pipes paid?
12. Answer – Rick
 1. Capital Improvements and Maintenance Reserve
13. **QUESTION** – Mark Anderson (C-24)
 1. The cement doesn't match
14. Answer – Rick
 1. We did the best we could
15. **QUESTION** – Nicole Bissonette (N-110)
 1. Why has the insurance increased so much?
16. Answer – Rick
 1. All insurance coverage has increased dramatically.
17. **QUESTION** – Barbara Sidwell (V-171)
 1. What is the status of the Earthworks contract?
 2. How often is it reviewed?
 3. How often does it go out for bid?
18. Answer – Rick
 1. The contract usually runs for 3 years but can be reviewed at any time by the Board.
 2. The contract can be sent out for bid at any time.
19. Answer – Patrick Hanna
 1. The Board employs Earthworks.
 2. The contract has been reviewed in the last two years.
 3. The Board makes the decisions on maintenance contracts.
20. Answer – Josh Thomas
 1. He has personally researched contracts at other locations.
21. Jerry Bringhurst (I-67)
 1. Complimented Rick on the level of service and the price
22. **QUESTION** – Nicole Bissonette (N-110)
 1. Asked for more long-range planning so increases could be gradual over time.
23. Answer – Partick Hanna – Board President

1. That is the intent of the Board
24. **QUESTION** - Drake Sulzer (L-92)
 1. How can a maintenance request be submitted
25. Answer – Patrick and Rick
 1. On the website
 2. Using the office number listed on the website
 3. Rick’s phone number
26. **QUESTION** – Mark Anderson (C-24)
 1. Are exterior tile repairs still in process?
27. Answer – Rick
 1. Yes

VI. UPDATES – Patrick Hanna

- a. Water shut down
 - i. This was an emergency situation
 - ii. Ray and Josh were very helpful in getting the news out
 - iii. Rick posted notices at building
 - iv. Rick had a crew monitoring the situation continuously
 - v. The water was partially turned on at night so as not to inconvenience residents
 - vi. Proposal to create an email and text contact list
- b. Website
 - i. Ray has done a tremendous amount of work to improve the website and post valuable information
 - ii. Link – “graystone-condos.com”
 - iii. Work on the website is continuing
 - iv. Discussion of use of the QR code to add your information to the contact list
 - v. Cell phone contact is not required
 - vi. **QUESTION** – Kit Olpin (B-16)
 1. Is this connected to the Earthworks list kept by Barbara?
 2. Answer – Rick - No
 - vii. **QUESTION** – Mark Richardson (B-16)
 1. You can only add one contact
 2. Answer – Josh - The Board will address this
 - viii. **QUESTION** – Christy Zavaleta (N-108)
 1. What is the privacy on the website?
 2. Answer – The website is for owner’s only but will be reviewed with Ray.
 3. There is currently no open list of owners available to the public
 4. Rick expressed the value in having general information available for people researching the community before purchasing and real estate personnel researching information for listing condos for sale. This would include

financial documents, codes, rules and general meeting minutes.

- ix. **QUESTION** – Chelsie (K-83)
 - 1. The original website had a mission statement, floor plans, and history of the community.
 - 2. Answer – Josh Thomas – The Board will look at restoring those pages
- x. **QUESTION** – Barbara Sidwell (V-171)
 - 1. Do owner’s have to notify anyone if they are planning to sell their unit?
 - 2. Answer – Rick – It is helpful but not required. When Rick gets questions from real estate agents or prospective buyers, it is very helpful to know the unit is for sale and what information should be given out.
- xi. **QUESTION** – Carol Wilson (T-155)
 - 1. Do owners have to notify the Board if they are planning to rent?
 - 1. Answer – Rick - YES- There is a required percentage of rentals allowed in the community. Owners must have Board approval BEFORE they enter into a rental contract.
 - 2. There is no public list of units that are rented.

VII. UPDATES TO RULES AND REGULATIONS – Ann Granato

- a. Discussion of changes
 - i. Only one item outside the condo on the main level
 - ii. NO items outside the condo on the upper levels
 - iii. One mat outside the door (NO offensive language)
 - iv. One item displayed on the outside door of each condo
 - 1. No threats, offensive language
 - 2. No political statements
 - v. No garbage above the rim of the containers
 - 1. NO mattresses
 - 2. NO appliances
 - 3. NO contractors refuse
 - 4. NO glass
 - 5. All animal refuse must be bagged and put inside another bag in the garbage containers. It cannot be left on top of the garbage sacks (even if it is in the little carry bag. These break open and create a mess)
 - 6. Please collapse cardboard so it doesn’t take up the entire container
 - 7. Household garbage only
 - 8. DON’T use garbage containers at the Church (Steve Jensen H-61)
 - 9. Leaking garbage bags in Building H (Steve Bateson S-152)
 - 1. Speak to the neighbor – bins are individual responsibility

VIII. OPEN DISCUSSION

- a. Baldwin (F-47) – Put garbage in your own bin
- b. Vickilyn Lallatin (M-100) – My front door is sticking
 - i. Rick - This is the owner's responsibility
- c. Rachael Butterfield (U-167) – How do owners clean their bins?
 - i. Rick - There is a hose at each complex
- d. Marjorie Davis (F-45) – The corner of Building F is sinking
- e. Steve Bateson (S-152) – Conversion to natural gas?
 - i. NO
 - 1. Insurance
 - 2. Construction
 - 3. Venting
- f. Stephanie Piana (A-8) – ADA regulations for cats and disposing of cat waste
- g. Mark Anderson (C-24) – Solar?
 - i. NO
 - 1. Expense
 - 2. Roof Structure
 - 3. HOA owns buildings
 - 4. Cost
 - 5. Weight
 - 6. Metering
- h. Marjorie Skidmore (P-124) – vandalism of cars, email board on the website to post notices?
- i. Steve Jensen (H-61) – Car alarms
- j. Josh Thomas (F-44) – Tow cars and trucks parking in the red zones
- k. Barbara Sidwell (V-171) – Annual meeting during the week at night??
- l. Drake Sulzer (L-92) – Consider a Newsletter
- m. RICK DUGGAR – Party
 - i. Will be twice as expensive
 - ii. Will prepare if there is interest

IX. Patrick Hanna closed the meeting and 11:40 AM