

Vail Townhouses Condominium Association

Notice of Annual Meeting

November 8, 2004

9:00 am

Law Offices of Orten & Hindman

11901 W. 48th Avenue

Wheat Ridge, CO 80033

(303)-432-9999

Members who wish to participate by phone will need to call the dial-in number: **1.888.346.3950**

Or international: 1.404.260.5380

Then punch in the entry code: **374165# - (be sure to punch in the # key at the end of the code)**

AGENDA

- Roll Call – Verification of Proxies/Establish Quorum
(51% of aggregate voting percentages of membership present in person or by proxy)
1. Robert's Rules of Order –for speed and courtesy
 - a. Motion to open discussion.
 - b. Second to the motion is required
 - c. Discussion on the motion
 - d. Vote on the motion
 - e. Only reports by officers, manager, or motions and their votes will appear in the association minutes.
 2. Management Company Report – Vistar Real Estate
 - a. Roof repairs

- b. Privacy fence designs
- c. Sewer line improvements by Eagle River Water
- d. Financial report
 - i. bank balances
 - ii. balance sheet
 - iii. income statement
 - iv. proposed 2005 budget
- 3. Old Business
 - a. Approval of annual meeting minutes from meeting 10/20/03
 - b. Governing document approval progress
- 4. New Business
 - a. Privacy fence design funding vote
 - b. Approval of budget for 2005
 - c. Other issues from members
 - d. Election of Board Members (1 person each year for 3 year terms)
Current Officers:
President - Debbie Welles – term expires 2006
Margot Pritzker – term expires 2005
Richard Parker – term expires 2004
 - e. Adjourn
- 5. Refreshments and informal discussions

Enclosures:

(Proxy form)

(Map to Orten's office)