

MINUTES
ANNUAL MEETING OF THE HOMEOWNERS
CREST HOUSE CONDOMINIUM ASSOCIATION
THURSDAY, DECEMBER 3, 2020
4:30 P.M.
VIA ZOOM

Present:

Martin Catmur
Amy Steckdaub
Mindy Sturm
Rob Harper, Toad Property Management, Manager
Chet Boyce, Toad Property Management

Proxy to Mindy Sturm:

Jane Berglund

Chet called the meeting to order at 4:55 pm and confirmed there was a quorum with four units represented at the meeting.

Chet said notice of the meeting had been mailed on October 27, 2020.

Martin made a motion to approve the December 5, 2019 meeting minutes. Amy seconded the motion and it was unanimously approved.

Chet explained Elk Ridge II proposed a major remodel in 2021 and asked if Crest House wanted to undertake a remodel at the same time. Chet said Elk Ridge II proposed replacing windows, siding and decks and a local bank had been approached to finance the work. Paving of the driveway was also a project being discussed by Elk Ridge II. Chet agreed to reach out to ASR of Denver to receive a quote for siding replacement on Crest House. Mindy expressed concern about using ASR for the project and suggested waiting and giving the work to a local contractor. After discussion it was agreed to review the ASR bid and then make a decision on when to have the work performed. Chet agreed to contact the Board when ASR would make the inspection of the building.

Chet said roof repair had been performed in the Spring and it appeared the repair had solved the problem.

It was agreed a Directors & Officers policy should be added to the insurance coverage. Rob said a quote had been received in the past and Chet agreed to contact the insurance company.

Mindy said the cleanup day had been very successful and Mindy thanked Martin and Amy for their assistance. Mindy said she had the paint and stencils for marking the parking lot. Mindy said some of the unit front doors required paint and she thought Dory had paint details. Martin asked if the carpet in the front entrance needed to be replaced

and Mindy suggested using peel and stick carpet tile or linoleum tiles. Martin and Mindy agreed to make improvements to the laundry area.

Mindy asked if servicing of furnaces should be completed by the Association. After discussion Mindy made a motion for all owners to provide evidence, in the form of an invoice from a qualified service contractor, to confirm individual furnaces had been inspected and maintained. Invoices should be submitted by December 31 of each year. Amy seconded the motion and it was unanimously approved.

Chet said insurance costs had increased by approximately \$30 per month and the expenses associated with the roof repair had pushed expenses over budget. The draft 2021 Budget proposed a \$50 dues increase. After discussion it was agreed to increase dues to \$320 per month plus the \$100 special assessment. Martin made a motion to adopt the 2021 Budget as presented with the exception dues would be \$320 per month, per unit plus the \$100 per month special assessment. Mindy seconded the motion and it was unanimously approved. Chet confirmed the additional \$100 special assessment was moved to a separate account and could only be spent with Board approval.

After discussion Martin made a motion to re-elect the Board. Amy seconded the motion and the Board of Directors would continue as Mindy, Dory and Martin.

Mindy reminded owners to provide vehicle information for tenants vehicles and notices would be placed on unit doors when vehicles needed to be moved for snow removal.

It was agreed the next annual meeting would be December 2, 2021 at 5:00 pm.

At 6:00 pm Martin made a motion to adjourn the meeting. Mindy seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management