

**PITCHFORK CONDOMINIUM ASSOCIATION, INC.**

**ANNUAL MEETING OF OWNERS**

**AUGUST 29, 2019 4:00 P.M.**

**318 ELK AVENUE, SUITE 24, CRESTED BUTTE**

Rob Harper of Toad Property Management called the meeting to order at 4:03 p.m. Rob said notice of meeting had been mailed on July 22, 2019.

**Roll Call/Establish Quorum**

**Members Participating:**

Don Wiseman                      Unit D  
Scott Harris                      Unit E

**Proxy to Scott Harris**

Josh Elmer                      Unit F

**Proxy to Don Wiseman**

Michael Strauch                Unit A

4 owners (67%) were represented at the meeting and there a quorum.

Rob Harper                      Toad Property Management  
Peggy Langewisch              Toad Property Management

Don made a motion to approve the minutes of the July 23, 2018 meeting as distributed. Scott seconded the motion and it was unanimously approved.

Don said he had performed work on the building since the last meeting with the Association just paying for materials and not labor. Don explained the porch by Unit A had been cleaned out and would be used in the future for the storage of ladders, snowblowers and ice melt. Don reminded owners the area should not be used for storing any other items. Don said roof insulation had been installed, the door frame on Unit F storage shed replaced and upper and lower gutters installed. Don explained heat tape for the steps had been ordered and would be installed under the steps and probably connected to a timer.

Rob explained Timberline Mechanical had worked on the boilers three times during the past year. Don said he was stripping paint from the first floor decks and Rob offered the use of a pressure washer. Don explained he would work on all of the decks and stain

with a natural product that would not peel and touch up could be performed each year. In the future owners might become responsible for staining their deck area. Don said if there was time he would try to strip and paint as many of the window sills as possible.

Rob explained the master association had kept dues at the current level for 2020. Rob said Toad worked with the Town of Mt. Crested Butte for snow removal and the trucking away of snow when necessary. Rob explained the Town would require the removal of some trees and rocks around Pitchfork which owners had placed in the right-of-way or snow storage areas. Rob said snow removal expenses would continue to increase in the future as more homes were built and vacant lots currently used for snow storage would not be available. Rob explained snow was stored on Mt. Crested Butte Water & Sanitation District land and it was essential each year to have crews pick up all trash and clean up the area as soon as the snow melted so that the District would not remove that valuable opportunity.

Don made a motion to accept the proposed 2020 Budget as distributed with special assessments being levied for unforeseen expenses. Scott seconded the motion and it was unanimously approved. Rob cautioned the Association was functioning without any reserve and efforts should be made in the future to build up a small reserve to help with cash flow. Don said owners needed to pay their monthly dues on a regular basis. After discussion Don made a motion to enforce the late fees according to the governing documents of the Association effective January 1, 2020. Scott seconded the motion and it was unanimously approved. It was agreed a letter would be sent to all owners.

Scott made a motion to appoint Don to the Board for an additional two year term. The motion received a second and was unanimously approved.

Rob agreed to obtain a new bid from Complete Coverage for exterior painting of trim and the body of the building. No work on the decks would be necessary and it was agreed the work needed to be performed in Summer 2020 and would be funded by a special assessment. Don cautioned some repairs on the siding would be necessary at the same time as painting. Once a quote had been obtained a letter would be sent to all owners alerting them of the special assessment.

Don made a motion to adjourn the meeting at 5:00 pm. Scott seconded the motion and it was unanimously approved.

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Prepared by: Rob Harper  
Toad Property Management, Manager