

**MINUTES  
MEETING OF THE BOARD  
CREST HOUSE CONDOMINIUM ASSOCIATION  
WEDNESDAY, MARCH 19, 2025  
10:00 A.M.  
VIA ZOOM**

Present:

Martin Catmur  
Amy Gregonis  
Ryan Darby, Toad Property Management, Manager

Ryan called the meeting to order at 10:02 a.m. and confirmed there was a quorum.

Amy said she was having an issue getting financial information on a “Cash” basis and asked if Toad could provide financial information clearly showing the detail of expenses. After reviewing expenses Ryan agreed to circulate a pdf of the Toad invoice each month so the Board could review the breakdown of the expenses. Ryan suggested using Capital Dues for some expenses during the remainder of the Winter to assist with cash flow. During the less expensive Summer months the Reserve Account would receive all Capital Dues for 2024. The Board agreed to using those funds and then transferring money in the Summer.

Ryan explained due to cash flow issues during the Winter months Elk Ridge II had received some of the money owed for trash removal but not the full amount. Ryan confirmed all payments would be made to Elk Ridge II as the funds became available. All three owners had paid their special assessment for the trash expenses and Toad would pay their portion of trash expenses.

Amy said the asphalt of the parking lot had been damaged in some areas. It was agreed to review at the end of Winter.

Amy explained one light fixture on the first floor needed to be replaced and Ryan agreed to schedule that work.

Ryan agreed to check when the smoke detectors would be inspected. Ryan also agreed to research furnace inspection and servicing.

Ryan agreed to research replacement washer and dryer expenses – purchase and leasing options.

Amy said the common area cleaning appeared to be working well. Martin suggested holding a community clean-up day and coordinating it with the Town clean-up. Martin said the area near the washer and dryer needed to be cleared and repaired. Ryan agreed to research the date for the Town clean-up.

The next meeting was scheduled for June 4, 2025 at 10:00 a.m.

At 10:35 a.m. the meeting adjourned.

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Prepared by Rob Harper,  
Toad Property Management

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