

**CRYSTAL CREEK CONDOMINIUM ASSOCIATION
ANNUAL MEETING OF THE HOMEOWNERS
MONDAY, SEPTEMBER 8, 2015 – 4:00 P.M.
TOAD PROPERTY MANAGEMENT OFFICE
318 ELK AVENUE, SUITE 24
CRESTED BUTTE, CO 81224**

Rob Harper called the meeting to order at 4:09 p.m.

Those present:

Allison Fuchs, Unit 1
John & Isabel Gibson, Unit 2
James & Barbara Dean, Unit 5
Dave Daumit, Unit 10
Rob Harper, Toad Property Management, Inc. (Manager)

Those represented by proxy:

Jack Smith, Unit 7 Proxy to John Gibson

Rob Harper said notice of the meeting had been mailed August 27, 2015 and 5 units were represented at the meeting which did not meet the requirements for a quorum. James Dean made a motion to approve the September 8, 2014 minutes as distributed. Dave Daumit seconded the motion and it was unanimously approved.

Rob Harper said that he had purchased Toad from Gordon and Angela in April 2015. He said that the transition has been very smooth and that most of the crew will remain and that he has added Matt Schroeder as the manager of outside operations and Abby Loken who will manage accounting activities. He said that he has completed all of the requirements and obtained the CAM (Community Association Manager) License which is now required by the State of Colorado.

There was a discussion regarding the bike rack outside of unit 8. Rob said that he spoke with the manager of that unit and everyone agreed that the situation had improved but there are still many unusable bikes that need to be removed. Rob will speak with the manager again.

Dave said that Dragon Sheet Metal checked all of the dryer vents last year and it was agreed that Rob would check all of the units again this year. Rob also said that he would close the crawlspace vents this fall in addition to the annual chimney sweeping. Rob will also schedule Pinnacle Roofing to check the entire roof and perform the 'glue and screw' for the year.

Rob said that the presented budget was very reasonable and that all expenses have been in line with recent years. There was a brief discussion regarding how to build the reserve account in anticipation of upcoming capital expenses. The buildings were painted in 2013 and they are in very good shape but Rob said that planning ahead is important and that a small increase in dues tends to be more accepted than large special assessments.

Dave said that he would like to see a lock installed on the dumpster and that trash should only be picked up once per week. There are also tires and TV's next to the dumpster. Rob said that Toad would dispose of them and install a lock with the code - 2002.

There is a hose bib at unit #5 that is leaking. Rob said that Toad will repair it.

Rob said that there are a few owners who are behind on their dues and there is one specifically who was significantly behind. Rob said that he has been in contact with all of them and that he believes that payment will be forthcoming. Rob said that there are policies in place to collect past due payments.

Rob said that because the quorum requirements have not been met, there can be no election or voting at this meeting. The Board can appoint members at a later time. David Daumit said that he would be willing to remain as Vice President.

Rob spoke about the new requirements for policies and procedures. He said that the policies already exist for the Association however the new regulations are much more specific and formal. The President of the Association will sign the new policies into effect following the meeting.

There was a brief discussion about how to handle the parking once the new building is constructed to the east. It was agreed to determine the needs of this issue at a later date.

The next annual meeting will be held the week of Labor Day 2016.

The meeting adjourned at 5:04 p.m.

Prepared by Rob Harper
Toad Property Management, Inc.