

**CRYSTAL CREEK CONDOMINIUM ASSOCIATION  
ANNUAL MEETING OF THE HOMEOWNERS  
MONDAY, OCTOBER 15, 2018 – 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 4:00 p.m.

Those present:

Ali Fuchs, Unit 1  
Bart & Shirley Consedine, Unit 3  
Jim & Barbara Dean, Unit 5  
Dave Daumit, Unit 10  
Rob Harper, Toad Property Management, Inc. (Manager)  
Jim Ruthven, Toad Property Management, Inc.

Those represented by proxy:

John Gibson, Unit 2	Proxy to Jim Dean
Julie Crabtree, Unit 4	Proxy to Shirley Consedine
Mary Elenbaas, Unit 6	Proxy to Jim Dean
Jack Smith, Unit 7	Proxy to Jim Dean
Linda Hess, Unit 12	Proxy to Jim Dean

Rob Harper said notice of the meeting had been mailed September 7, 2018 and confirmed there was a quorum. Jim made a motion to approve the September 6, 2017 minutes as distributed. Shirley seconded the motion and it was unanimously approved.

Rob said snow removal was under budget due to the light snow year and Rob confirmed Sean Crossen and his crew had completed the exterior painting of window trim and doors. Rob said several maintenance projects had been completed during the past year including repairing steps, removing the old cables, cleaning dryer vents and replacing exterior lights. Rob explained strict watering restrictions during the summer had made it difficult to maintain the lawns and staff shortages from August had further restricted lawn care. Rob said chimneys would be swept again by the Grand Junction company and the date would be confirmed within the next few days.

Rob said with the removal of cable from the operating expenses and the addition of exterior painting the Association would finish the year close to Budget and the draft 2019 Budget did not propose a dues increase. Rob explained the operating account currently had approximately \$4,500 and the reserve account \$954 and additional funds would be received from the October 1, 2018 quarterly billing.

Jim asked for monthly financial reports to be circulated to the Board and Jim Ruthven agreed to provide the information via email.

Rob said stopping the 1993 auto renew cable contract with Spectrum had taken several months but had finally been resolved. It was agreed the snow removal plan would be similar to prior years. After discussion it was agreed parking would remain the same and there were no assigned parking spaces.

After discussion it was agreed to accept the draft 2019 Budget and in the Spring, when snow removal expenses were known, ask Sean Crossen to provide a quote for essential exterior painting or staining.

Rob explained Dave was willing to continue on the Board for an additional term. Ali made a motion to appoint Dave to an additional three-year term. Jim seconded the motion and it was unanimously approved.

Rob said the recent letter regarding maintenance requests had not been very clear and Rob confirmed a second letter would be emailed within the next few days to clarify things. Rob explained owners had the opportunity to submit maintenance requests via the current billing software and that would make it easier to track and respond to those maintenance requests but owners were always welcome to call or email if they did not want to use the available software. Rob said the same software allowed owners to pay dues and check their statements.

Ali made a motion to adjourn the meeting at 4:43 pm. Bart seconded the motion and it was unanimously approved.

---

Prepared by Rob Harper  
Toad Property Management, Inc.