

**CRYSTAL CREEK CONDOMINIUM ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MONDAY, AUGUST 26, 2024 – 3:00 P.M.  
VIA ZOOM**

Those present:

Jack Smith  
Juli Crabtree  
Dave Daumit  
Erin Dicke, Toad Property Management

Erin called the meeting to order at 3:06 p.m. and confirmed a quorum. Notice of the meeting had been sent on August 14, 2024.

Juli made a motion to approve the minutes of the September 27, 2023 meeting. Dave seconded the motion and it was unanimously approved.

Prior to the meeting a draft Budget had been circulated to the Board for review. Erin said she would continue to research insurance renewals. At the present time it was too early to obtain a firm proposal for insurance rates. Other condominium associations had experienced significant increases. Juli made a motion to approve the 2025 Budget as presented. Jack seconded the motion and it was unanimously approved.

Erin said the annual meeting documents would be sent out to owners as soon as possible. The letter drafted in June regarding the roof replacement would be included with the annual meeting documents and discussed at the meeting. If a decision on roof replacement was made at the annual meeting it would be possible to get on a contractor's schedule for the work to be completed in Spring/early Summer. One bid, which appeared to be favorable, would be approximately \$12,000 per unit and funded by a special assessment. Erin explained Nick from Toad would participate in the annual meeting to explain the roofing bids obtained. It was generally agreed a seamless roof needed to be considered. Nick would speak to contractors to determine how quickly the work needed to be completed and if there was anything left to do which would prolong the life of the roofs by another year or more.

Juli questioned if some trim around the windows needed to be painted. Toad would inspect and obtain bids for the work as not all window trim required attention.

Juli and Dave confirmed they would be willing to continue on the Board for additional terms. Erin agreed to email owners asking if any additional owners wanted to volunteer for the Board.

At 3:43 p.m. Dave made a motion to adjourn the meeting. Juli seconded the motion and it was unanimously approved.

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Prepared by Rob Harper  
Toad Property Management