

**CRYSTAL CREEK CONDOMINIUM ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, AUGUST 10, 2022 – 2:30 P.M.
VIA ZOOM**

Those present:

Jim Dean
Dave Daumit
Jack Smith
Joe Robinson, Toad Property Management

Joe called the meeting to order at 2:30 p.m. and confirmed a quorum.

Joe explained the purpose of the meeting was to review and discuss the draft 2023 Budget.

Jim made a motion to approve the minutes of the May 31, 2022 meeting. Dave seconded the motion and it was unanimously approved.

Joe explained the draft Budget included a dues increase of \$20 per quarter, per unit. Expenses had increased due to hourly labor rate increases, management fee increases and increases in insurance premiums, trash and recycling and water and sewer.

Joe explained \$1,200 had been transferred from the reserve account to operating and then funds had been received from the next quarterly billing invoices. Jim made a motion to move \$1,200 back into the reserve account. Dave seconded the motion and it was unanimously approved.

There was approximately \$19,000 in the bank.

Joe said the fireplace cleaning company had refunded \$625 as they had invoiced incorrectly after the last cleaning. The per unit cleaning fee was \$125 in 2022.

Jim made a motion to adopt the 2023 Budget as presented. Jack seconded the motion and it was unanimously approved.

Joe said documents for the annual meeting would be sent to owners together with the approved 2023 Budget. Jim said he would follow up with Julie Crabtree and let her know her name was on the Ballot to join the Board for a three year term.

Joe said the screw and glue on the roof was on the schedule with Blue Dog Home Improvements. It was generally agreed the tree trimming had been successful and the trees looked good at the present time. Stove cleaning would once again be performed in the Fall.

Dave said parking passes had not been updated and it was agreed new parking passes needed to be ordered. Passes would be effective January 1, 2023, two passes per unit. Copies of the rules and regulations needed to be provided to new owners and renters.

At 3:00 p.m. Jim made a motion to adjourn the meeting. Jack seconded the motion and it was unanimously approved.

Prepared by Rob Harper
Toad Property Management

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