

**SUNSPACE CONDOMINIUMS ASSOCIATION
ANNUAL MEETING OF THE OWNERS
WEDNESDAY, NOVEMBER 6, 2024
4:00 P.M.
CRESTED BUTTE & VIA ZOOM**

Present: John Stinar
Chloe Sanger
Amy Wais
Kara Heath
Brandon Cvilikas, Toad Property Management

Brandon called the meeting to order at 4:06 p.m. and said there was a quorum. Notice of the meeting had been circulated on October 28, 2024.

Chloe made a motion to approve the minutes of the November 1, 2023 meeting. Amy seconded the motion and it was unanimously approved.

Brandon said repairs had been made in the building and wires at the back of the building tidied up. A cover for that utility box had been ordered and would be installed in the next couple of weeks. Some leaks had occurred and Pinnacle had been back several times to fix the leaks and the remediation work in the interior of those units had been completed.

Chloe said a new door code had been set up and the old code would be deleted as soon as confirmation was obtained that all owners and tenants had been informed of the new code. Chloe suggested changing the code on a regular basis.

Brandon said attempts had been made to keep expenses low and operating expenses were now below budget.

Brandon explained the 2025 Budget had been approved by the Board. Brandon said dues would remain at the 2024 level. Expenses had been based on actual expenses or known increases. Brandon said insurance had been reduced after speaking with the Insurance Broker. Common Area Cleaning could be conducted by a local cleaning company and John suggested bringing in the cleaning company for a quarterly deep clean with owners helping on an occasional basis if necessary.

Chloe made a motion to engage a cleaning company for quarterly deep cleans of the common areas. John seconded the motion and it was unanimously approved. Brandon agreed to engage a cleaning company to start on a quarterly cycle after January 1, 2025.

Brandon explained ground snow removal occurred after the Pow Cam on the mountain showed at least 4 inches of fresh snow. Attempts would be made to keep the emergency exit at the back of the building as clear of snow as possible.

Amy said recycling collection was on a weekly basis as well as trash collection. Owners would continue to move trash cans out to the street and move them back to the side of the building after collection.

Brandon explained a new line item, Operating Contingency/Improvement Fund, had been added to the 2025 Budget with \$1,639.36 and the aim was to bring that up to 10% of annual operating expenses in the future. If it was not necessary to use those funds during the year they would be moved to a reserve account for future expenses. At the present time there was approximately \$6,753 in the Operating Account.

John made a motion to ratify the 2025 Budget as presented. Chloe seconded the motion and it was unanimously approved.

Brandon explained Kristen Sheehan had volunteered to join the Board and there were no additional volunteers. Chloe made a motion to appoint Kristen Sheehan to the Board for a three year term. Amy seconded the motion and it was unanimously approved.

Amy asked that the parking lines be repainted in the Spring. Chloe suggested adding signage at the front of the building to designate parking spaces to each unit. The Board would discuss at a future meeting.

It was generally agreed the trailer and car at the back of the building needed to be moved prior to Winter as that area was snow storage. Amy expressed concern about the noxious weeds on the Meadows side of the fence and Brandon agreed to reach out to the Meadows Association so they could be dealt with in 2025.

Brandon confirmed Pinnacle would continue to perform roof snow removal and Toad would perform the ground snow removal.

It was agreed bikes could be moved into the atrium during the Winter. The bike rack would be moved either to the atrium or to the side of the building.

The next meeting was scheduled for November 6, 2025 at 4:00 p.m.

At 4:58 p.m. Amy made a motion to adjourn the meeting. John seconded the motion and it was unanimously approved.

Rob Harper, Toad Property Management