THE PLAZA AT WOOD CREEK
MEETING OF THE BOARD OF DIRECTORS
October 2, 2025
10:00 A.M.
CRESTED BUTTE & VIA ZOOM

Present: Allen David
Linda Englehard
Shay Williams
Kevin Atkinson
Scott Richards
Alex Summerfelt, Toad Property Management

At 10:11 a.m. Kevin called the meeting to order. Alex confirmed notice of the meeting had been sent on September 30, 2025 and there was a quorum.

Alex confirmed payroll would be set up for Chris Wilson, the full time maintenance person for the building, by Toad and Chris would be required to track all expenses and provide for reimbursement on a monthly basis. An Association credit or debit card was discussed. Shay said Chris had worked with Josh during his first day and everything had gone well. It was agreed the emergency/after hour calls would continue to go to Toad and Chris would be involved as necessary. Chris would have access to a full set of keys for the building. Chris had started to move into an employee unit in the building.

Several owners had expressed a desire to retain a steam room in addition to a sauna. Alex said a new machine for the steam room would be approximately $6,000 to $8,000 plus installation costs of up to $2,500. Scott made a motion to move forward with restoring the steam room. Shay seconded the motion and it was approved by 5 in favor with one not present. Alex said he would move forward and schedule the work for the steam room and notify the Board if costs were different from those discussed.

Shay suggested giving Lupine Design a figure of $150,000 as the maximum budget at this time. Measurements had been provided by Lupine Design. It was agreed the large, metal design for the center of the Upper Lobby would be postponed at this time. After discussion it was agreed Lupine Design would be asked to remove the wall sconces, the suspended acoustic ceiling panels, baffles, the metal design in the lobby and maybe the ski chair. Alex agreed to contact Lupine Design with the revisions.

Residential Leases had been prepared by Altitude Law and Phillip would review.

Alex said Alpha Mechanical had provided an estimate of $27,000 for the hot water heater replacement in the laundry room. One machine was not working. Alex said he would continue to research options for the laundry room and how to structure any lease for the laundry room use by Traverse/Pro Clean.

The Rules & Regulations would be discussed via email as some areas required updating. Attempts would be made to have the Rules & Regulations completed by Thanksgiving. Board members would review and email comments. Overflow parking was available and the area could be used by oversized vehicles. Alex said he would obtain parking violation stickers for Chris Wilson to use as needed. It was generally agreed parking enforcement needed to be a priority in the early part of the season.

Alex suggested Toad continue to be involved in annual inspections within the building due to liability concerns instead of passing the task to the new maintenance employee. Discussion would continue via email as necessary.

New signage for the exterior would be installed by Thanksgiving. Interior signage would be installed as painting was completed.

Alex confirmed Oaks Brothers would be at the building to inspect and discuss warranty work. It would also be necessary to complete the work in the North Elevator stack. Some of the work might need to be pushed to the Spring due to weather conditions. Alex said he would work with Chris to identify the need for heated mats to address some areas prior to work being satisfactorily completed.

Scott suggested researching an electric vehicle charging station. Kevin said electric vehicle charging stations did exist nearby. Alex said he would research options and the Board would discuss in the future. Allen said he would research grant opportunities.

No Executive Session was necessary.

Alex said Altitude Law would update the governance policies following changes at the State level.

The next meeting would be October 17, 2025 at 10:00 a.m.

At 11:40 a.m. Allen made a motion to adjourn the meeting. Scott seconded the motion and it was unanimously approved.

____

Rob Harper, Toad Property Management