

**West Elk Townhouses Owners Association
Board of Directors Meeting Minutes
March 12, 2024 at 12pm MT
Held via Conference Call**

Call to Order

The meeting was called the meeting to order at 12:06pm MT.

Roll Call/Establish Quorum

In attendance-

Creig Caukin
Jim Williamson

A quorum was established with 100% of the board in attendance.

Also in attendance, Sierra Bearth and Matthew Hart, Crested Butte Lodging and Property Management Inc. (CBL).

Reading/Approval of Past Meeting Minutes

-April 6, 2023

J. Williamson made the following-

Motion:	Waive the reading of the April 6, 2023 meeting minutes and approve as presented.
2 nd :	C. Caukin
Discussion:	None.
Vote:	The motion passed unanimously.

Reports

Manager's Report

- Capital Projects Update

M. Hart updated the board on the final steps in the retaining wall and the sealing of the gap between the new retaining wall and the asphalt driveway. He also added that the new sauna was ordered and would be installed in the next week or two after received.

New Business

-Proposed Operating Budget

S. Bearth mentioned that the current budget is running over \$13k in this year's costs due to increasing insurance prices, property tax, water and sanitation and many elements continually increasing in price. The HOA could hold a one-time special assessment to make up for this or increase dues for owners.

-Proposed Capital Budget

The actual expense of retaining wall and touch-up paint was \$29k for the year of 2023. Due to the new roofing system, the board voted to forgo the ‘screw and glue’, as there have been no reported leaks so far and the new system does not have exposed fasteners. The board discussed the proposal made by Spectrum for Wi-Fi and Internet at a cost of \$66/unit and reviewed the bid received for painting the entire complex with specific line items.

C. Caukin made the following-

- Motion: Approve operating budget with a \$1,200 per unit operating assessment due in May 2024. Accept the Spectrum contract of \$66/month per unit for internet and wifi in each unit. Present the capital plan with \$30,000 in work including painting decks and rails, and SealCo parking lot seal to the HOA for approval with a \$800 capital assessment per unit due in May 2024.
- 2nd: J. Williamson
- Discussion: The board discussed the pros and cons of the dues increase over a special assessment and agreed to have owner feedback on increasing the dues monthly instead of collecting the \$1,200 operating assessment as approved. If the majority of owners would rather raise dues the Board agreed to consider amending the budget accordingly.
- Vote: The motion passed unanimously.

-HOA Annual Agenda

The Board reviewed the annual agenda for the upcoming owners meeting and agreed to hold the meeting via Zoom as usual.

Board Vacancy

C. Caukin mentioned appointing someone to S. Dexter’s vacant board seat for the remainder of her term. The vacant term expires in 2025.

C. Caukin made the following-

- Motion: Appoint Paul Nixon (Unit #1) to the vacant board seat for the term ending 2025.
- 2nd: J. Williamson
- Discussion: None
- Vote: The motion passed unanimously.

Establish Date of Next Meeting

The next meeting will be established after the HOA Annual meeting on Thursday, March 28th at 3:30pm MT.

Adjourn

The meeting was adjourned at 12:46pm MT.

DRAFT