

# West Elk Townhouses Owners Association

## Annual HOA Meeting Minutes

March 26, 2020 4 p.m. MDT  
Conference Call

### Call to Order

Craig Caukin called the meeting to order at 4:01pm MDT.

### Proof of Notice

Proof of notice was mailed and emailed to all owners on February 27, 2020.

### Roll Call/Establish Quorum

In attendance-

Unit	Owner
1	Paul & Kimberly Nixon
3	John Quigley
4	Aaron L. Roosevelt
5	Reynold Scott
6	Suzie Dexter
8	James & Carol Williamson
10	The William H. Henderson Trust
11	Craig Caukin

A quorum was established with 72.72% of ownership in attendance.

Also in attendance, Wanda Bearth and Sierra Bearth, Crested Butte Lodging staff (CBL).

### Reading/Approval of Past Meeting Minutes

March 21, 2019

J Williamson made the following-

- Motion: Waive the formal reading and approve the March 21, 2019 meeting minutes as drafted by CBL
- 2<sup>nd</sup>: T Santiago
- Discussion: C Caukin pointed out that last year the ownership voted to put off the repair of the hot tub deck
- Vote: Unanimous approval

## Reports

### Manager's Report

W Bearth reviewed the following report-

*Along with our usual work like plowing, graveling the parking lot, minor maintenance and cleaning here are some other work CBL has done or is planning to do in 2020.*

- 1. We performed landscaping and weed eradication. Our budget is very slim and covers only weekly watering of the xeriscaping around units 7-11 when it doesn't rain; 'weed whacking' along the building and spraying, pulling or digging noxious weeds. We have been asked by some owners if we can plant trees between units 6 and 12, as a screen of types. While we haven't given up on that idea, we need to consider the property boundary and if our snow storage in that spot will be impacted.*
- 2. Fire extinguishers will be inspected and tagged in the fall along with the fireplace inspections and cleanings.*
- 3. If you rent short term, the HOA approval and parking plan are ready for you to include in your STR application. Contact Sierra for more details.*
- 4. We've added some grip strut and performed stabilization to unit stair entries as needed.*
- 5. Parking lot maintenance: CBL will inspect the parking lot to see if there is a need to do repairs and/or call in SealCo. Parking lot was sealed in the fall of 2019.*
- 6. We renewed the website domain, filed the annual report with the Secretary of State, and registered the West Elk HOA with the State of Colorado through DORA.*
- 7. This winter, we have shoveled the roof minimally, preferring it to slide naturally. We closed the back driveway for a few days, but the iceberg hanging on to both level of 8-10's roofs didn't want to come down on its own. We also shoveled the backside of 2 northern units based on reports of stress fractures around windows from the weight of the snow and ice.*
- 8. When the snow starts to melt we will inspect all the retaining walls, put the parking stops out, check for siding, trim and other damage from last winter and make repairs as approved by the Board and within your budget.*
- 9. We have prepared a very slim operating budget which the Board has approved and will be reviewed by homeowners. Our largest savings will be due to the early closure of the hot tub. In addition, we have drained it, eliminating the need for weekly checks on the water quality and level. The water heater has been turned off and both these measures will reduce the electric bill somewhat.*

## **Financial Reports**

### Fiscal Year Ending December 2019

W Bearth informed that ownership that at the fiscal year end the association had \$23,532 in available cash. She pointed out that the association collected \$422 more in income than budgeted, and operating expenses came under budget by \$1,146.

### Current Fiscal Year through February 29, 2020

W Bearth informed the ownership, that as of February 29, the association had \$19,522 in available cash. The ownership discussed switching to trash pickup every other week or smaller bins. CBL will look into this and report back to the Board.

## **New Business**

### Approved Operating Budget – 2020

W Bearth presented the approved operating budget to the ownership. The ownership discussed rent charges for their deed restricted unit, and intend on raising the rent to \$420/month starting July 1, 2020, or after the COVID-19 crisis is suppressed. C Caukin pointed out that the budget has a deficit of \$1,558, but this does not include some savings from closing the hot tub early.

### 10 Year Plan Consideration

C Caukin made the following-

- Motion: Approve the presented capital budget after moving the hot tub deck project to 2021
- 2<sup>nd</sup>: S Dexter
- Discussion: The ownership was wondering if the roof would be replaced in 2022 per the current 10 year plan. CBL will report the condition of the roof after the regular screw and glue.
- Vote: Unanimous approval

## **Election of Board of Directors – 2 Terms Expiring**

By acclamation, C Caukin and T Santiago will remain on the Board. C Caukin will serve a 3 year term, and T Santiago will serve a 2 year term.

## **Unscheduled Business**

J Quigley would like management to reach out to Town regarding the street light that shines on the property.

## **Establish Date of Next Meeting**

J Williamson made the following-

- Motion: Hold the next annual meeting on Thursday, March 25<sup>th</sup>, at 4pm MDT.
- 2<sup>nd</sup>: S Dexter
- Vote: Unanimous approval

## **Adjourn**

The meeting was adjourned at 5:23pm.