

## **West Elk Townhouses Owners Association**

Board of Directors Annual Meeting Minutes

March 22, 2018

3 Seasons Conference Room, 701 Gothic Rd. Mt. Crested Butte, CO 81225

### **Call to Order**

J Williamson called the meeting to order at 5 p.m.

### **Roll Call/Establish Quorum**

In attendance-Jim Williamson, Craig Caukin (phone) and Tanya Santiago (phone).

A quorum was established with all 3 Board members in attendance.

Homeowners in attendance-Reynold Scott and Kurt Tagliareni.

Crested Butte Lodging & Property Management (CBL)-Wanda Bearth, Grant Benton and Lee Friedman.

### **Election of Officers**

T Santiago made the following-

Motion: Continue with last year's slate of Officers with J Williamson as President, C Caukin as Vice President and T Santiago as Secretary/Treasurer

2<sup>nd</sup>: C Caukin

Vote: Unanimous approval

### **Reading/Approval of Past Meeting Minutes**

C Caukin made the following-

Motion: Waive formal reading and approve the April 12, 2017, Board meeting minutes as submitted by CBL

2<sup>nd</sup>: T Santiago

Vote: Unanimous approval

### **Manager's Reports**

W Bearth reviewed the account receivable with the Board. There are no owners in arrears.

### **Old Business**

10 Year Plan Consideration-W Bearth suggested an amendment to the capital plan for 2018 to include a roof inspection to address any loose or missing fasteners and damaged flashing, rather than waiting another year.

T Santiago made the following-

Motion: Approve the 10 year capital plan with the roof inspection amendment

2<sup>nd</sup>: C Caukin

Vote: Unanimous approval

**New Business**

CBL Fee Consideration-W Bearth pointed out that the 2018 budget considered a 10% increase in CBL’s hourly rates for housekeeping and maintenance. The monthly budget, beginning with April, was adjusted using last year’s actual numbers, plus 10%.

J Williamson made the following-

- Motion: Approve CBL’s request for an increase in hourly rates for housekeeping and maintenance work
- 2<sup>nd</sup>: T Santiago
- Vote: Unanimous approval

**2018 Capital Work-Special Assessment**

C Caukin made the following-

- Motion: Determine the assessment date(s) by email, after contracting with JCI for the wall
- 2<sup>nd</sup>: T Santiago
- Vote: Unanimous approval

**Establish Date of Next Meeting**

The next annual Board meeting will be held immediately following the HOA meeting on March 28, 2019.

**Adjourn**

J Williamson adjourned the meeting at 5: 15 p.m.