

# Crystal Bluffs Townhome Association

## RECORD OF PROCEEDINGS

CBHOA Annual Meeting, October 14, 2019- RVR Ranch House

### ANNUAL MEETING OF MEMBERS

**Call to Order:** The meeting was called to order at 6:10 PM

**Attendance:** Katie Marshall, Dick Hart, Diane Agnello, Gay Zanni, Virginia Rediesel, Maxwell Higgins, Cindy Barnes, Tom Bracewell, Peggy Beeler and Manager Edquist/EMRE LLC.

**Notice and Quorum:** Proper notice of the meeting had been mailed to all owners; between proxies and persons in attendance a quorum of owners was available to do the association's business.

**Consideration:** There was a motion and second to approve the annual meeting minutes of October 23, 2018 which was approved without dissent. These will be posted to the RVR website.

**Public Comment-** There was initial and lengthy discussion regarding landscaping and maintenance, ending in a motion (Barnes) and second (Beeler) to establish a landscape committee. This is to consist of Cindy Barnes, chair, Grace Zanni, Tom Bracewell due his expertise with sprinklers, and with Dick Hart as advisory on this committee to the Board of Directors. Beyond landscaping, maintenance of the townhome exteriors was discussed, balancing costs against desired services such as washing the siding, removal of cobwebs, painting touch ups etc. Owner Barnes read from the Declaration regarding Association Responsibilities.

**Manager's Report-**returning to the Agenda, Manager Edquist reported on tree maintenance due from Aspen Arborists, scheduling gutter cleaning after leaf fall and before snowfall as always tricky, touch up painting expected on the Marshall/Barnes/Bronk townhomes, masonry repairs recently completed, tree root feeding needed for several ash trees, and weed control from That Lawn Company, which was done to take this task away from landscaper Permascapes. Regarding the pending roof report from Alexander Roofing, Keith was asked to get itemized repairs shown by townhome address.

**Review and Ratification of Proposed budget:** Manager Edquist discussed the September financial reports and the proposed 2019-2020 budget previously mailed to owners, noting an \$8000 over budget situation at the end of September 2019, with \$50,000 in checking and \$52,000 in the reserve account---figures rounded in all cases. There was a question regarding the proposed zero in the legal fees line item, but there was no support for an increase there, nor reason to believe legal expenses were on the horizon for the coming year. The 2014 Reserve Study was briefly mentioned, but no decision regarding updating such a study was made in this meeting. Rather, the existing study is to be reviewed and modified as necessary to reflect needs and costs of the present time. There followed a motion (Hart) and second (Barnes) to ratify the budget as presented, which passed without dissent.

**Election of Board members:** Director Agnello's term ends in 2019. Nominations for the Board included Peggy Beeler, Chris Coyle, and Maria Yurasek. There followed a motion (Bracewell) and second (Higgins) to limit the number of Board members to seven. This motion passed, and with it the nominees were all elected to join the existing Board members Marshall, Hart, Barnes, and Bronk.

The CBT bylaws state there should be not less than three, nor more than 7 members on the executive Board.

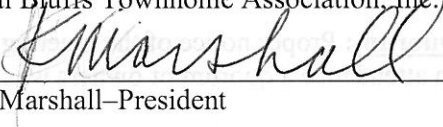
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There being no further business to come before the Board or ownership, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Keith M. Edquist  
Edquist Management and Real Estate, LLC  
Secretary to the Meeting

Crystal Bluffs Townhome Association, Inc.

  
Katie Marshall—President