

CRESTED MOUNTAIN CONDOMINIUM ASSOCIATION
MEETING MINUTES OF THE
BOARD OF DIRECTORS
February 16, 2022

Directors Present: Jennifer Rhatigan
 Jeff Vandersteeg
 Rick Jungers
 Kevin Mineo
 Michelle White
 Jennifer McNeel

Mountain Home Management: William Laird
 Annalise Smith

President Jeff Vandersteeg called the meeting to order at 3:06 PM with 5 of 5 board members present. The board and management discussed the financials and where the association was tracking with the approved operating budget. Ground snow removal this fiscal year is over budget, but management will do its best to minimize the overage. The board inquired about the overage on daily hot tub labor. Laird explained there have been issues with the hot tub cover and Smith agreed to look into the overage. A new hot tub cover has been ordered. It is more of a standard product that should be easier to maintain. Jungers stated he did not think the hot tub cover has held up as advertised.

Kevin Mineo joined the meeting at 3:26 PM.

The board and management continued through the profit & loss vs budget. Smith mentioned water and san rates increased again this year along with the DirecTV rates. Smith explained how the restricted assessment amount tied into the operating budget. Annual dues assessments total \$113,932. The operating budget is established based off the knowledge and experience of management and the board. The current dues structure allows for the association to pay their operating expenses with the remainder being allocated to the reserve account. Since expenses have been steadily increasing over the years, the amount allocated to the reserve account has steadily been decreasing. The current capital plan was reviewed, and the board and management agreed the plan needed to be updated so they could get a better grasp on the funds that needed to be allocated to the reserve fund for major expenditures. Rhatigan inquired about guidelines for how much of the assessments should be allocated to the reserve fund. Smith and Rhatigan recalled reading a guideline of 10% of dues to be allocated to a reserve fund.

Smith recommended the association look into a reserve study which would provide them with a long-term capital budget planning tool. The board agreed and asked management to engage SGM or another engineer firm to come out and evaluate their structural integrity and remaining life. A discussion ensued regarding the joint easement.

The following motion was made by Jennifer Rhatigan:

MOTION: To obtain a quote from an engineer to assess the structural integrity and remaining useful life of the garages before June 30th

SECOND: Rick Jungers

Vote: Unanimous Approval.

The board discussed the potential for increasing dues and by how much. The last increase in dues occurred in 2019.

Michelle White left the meeting.

Laird gave an update on the status of the loft remodel. There is a new electrician from Denver that he planned on engaging to complete the work. The demolition revealed a large bundle of wires running through where the stairs are to be built. The electrician will be coming up with a plan and getting an estimate together to relocate the wires over the next week or so. Rhatigan inquired about the water heater and Laird explained there is potential the 80-gallon water heater can be replaced with a 50-gallon water heater. The board agreed to add the water heater to the cost of the remodel. A discussion ensued regarding the state of the windows in the loft and the recommendation was to replace them all. The board agreed management needed to get estimates from the subs so they could figure out the

total cost of the overages so they could inform the membership. The board planned to meet again at the beginning of March.

Jeff Vandersteeg explained that his board term would be expiring soon with the transfer of ownership from him and his wife to his son and he is stepping down from the board, effective immediately.

The following motion was made by Rick Jungers:

MOTION: to have Jennifer McNeel fill Jeff's term on the board of directors

SECOND: Jennifer Rhatigan

VOTE: Unanimous Approval.

The following motion was made by Rick Jungers:

MOTION: To elect Jennifer Rhatigan as board President and Jennifer McNeel as treasurer

SECOND: Kevin Mineo

VOTE: Unanimous Approval.

The following motion was made by Jennifer Rhatigan:

MOTION: to have Jeff advise the board during this transitional period

SECOND: Rick Jungers

VOTE: Unanimous Approval.

There being no further business, the meeting was adjourned at 4:38 PM.

Annalise Smith, Recording Secretary

Jennifer Rhatigan, Crested Mountain Condo
Association President