

**CRYSTAL BLUFFS TOWNHOME ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**November 1, 2023, 3:00 PM**

*A meeting of the Board of Directors of the Crystal Bluffs Townhome Association was held on Wednesday, November 1, 2023, at 3:00pm MDT at the office of Silver Mountain Properties, 326 Hwy 133, Suite 290, Carbondale, Colorado, County of Garfield.*

RECORD OF PROCEEDINGS

**CALL TO ORDER:**

- The meeting was called to order by Peggy Beeler at 2:57pm. Board members present included Peggy Beeler, Sara Gilbertson, Gay Zanni and Ginny Rutkowski. Also present were Bill Crowley and Kari Crowley from Silver Mountain Properties and Ashley Lynch from RVR. Bill assumed the role of secretary to prepare a recording of the meeting.
- **Approval of the previous Meeting Minutes September 6, 2023:** With no changes, Sara made a motion to approve the minutes and it was seconded by Gay, all approved.

**MANAGER'S REPORT:**

- **Financial Report:** Kari provided a summary of the year-to-date financials by going through all pertinent line items and providing context as necessary. The Association is tracking well, despite some of the extra repairs and maintenance work that has been performed this year. Sara questioned the tree maintenance budget and Peggy provided the back story regarding the site meeting and the details involved. Questions regarding the Ash treatment were brought up. Ashley from RVR asked how many trees were treated. The number was not known at the time but he explained that the town of Carbondale arborist prefers that the Ash trees be treated with trunk injections instead of surface root stimulation. Questions regarding the deck repairs at 1254 were brought up and a discussion took place to fill everyone in on the details. All told, the Association is in a much stronger financial situation than it was a year ago from both an operating and a reserve standpoint.
- **Motion to approve the financials:** After some discussion, a motion was made by Gay to accept the year-to-date financials. The motion was seconded by Ginny and approved by the rest of the Board.

**OLD BUSINESS:**

- N/A

**NEW BUSINESS:**

- **Revise bylaws to add waiver parking issue –**  
This topic was discussed in detail and it was decided to table this issue in a meeting in the future.
- **Review and approval of application for 1260 to add steps to back deck**  
Discussion took place, it was decided that this was a simple application and Ashley from RVR and should not be any issue. A motion to approve was made by Peggy and seconded by Sara and all approved.
- **Deer fencing –** This topic was discussed and it was decided that SMP will take care of this in the future.

- Gutter Cleaning – SMP took care of the gutters prior to the snowstorm and the BOD was pleased.
- Contracts for Magdiel and TLC – A short discussion took place and a motion was made by Sara and seconded by Ginny to retain these contractors for the upcoming landscape season. All approved. It was decided to provide each contractor with a gift certificate for their efforts.
- Budget – After a complete line by line audit of each item, Sara motioned to approve the 2024 budget and it was seconded by Ginney and all approved.

**SCHEDULE OF ANNUAL MEETING-** The Annual Owner’s Meeting will be held on Tuesday December 5<sup>th</sup> at 4:00pm at the RVR Ranch House. This will be a potluck and Crystal Bluffs will provide (2) drink tickets for each person.

**ADJOURNMENT:** With nothing further to discuss, the meeting was adjourned by Peggy at 4:18pm.

Respectfully submitted,

/s/ Bill Crowley

Secretary to the Meeting

/s/ Peggy Beeler

President