

Unapproved – to be approved at the next Executive Board Meeting

**CROSSROADS PARK OWNERS ASSOCIATION**

**EXECUTIVE BOARD MEETING MINUTES**

Saturday, April 20, 2019 Immediately Following the Annual Meeting

Days Inn – 1417 E Main Street, Montrose, CO

**Call to Order**

The meeting was called to order at 12:10 pm by Tim Lund.

**Determination of Quorum**

Board members present were Tim Lund, Paul Forbes, Tony McCrackin, Debbie Kahanek, and John Sorrell. With all five Board members a quorum was deemed present. Also attending were Sylvia Pennings and Tracey Wolter from Mountain Mansion Management.

**Approval of minutes from February 6, 2019**

The minutes of the prior Executive Board meeting were distributed to the Board members. There were no corrections. John Sorrell moved to approve the minutes as presented, and Tim Lund seconded the motion. All voted in favor to approve the minutes.

**Financial Reports Through April 17, 2019**

The members reviewed the financial reports with Sylvia Pennings. Tim Lund made a motion to accept the financials as presented and Paul Forbes seconded the motion. The motion passed unanimously.

**Infractions**

*Update on unapproved front door*

Mountain Mansion Management has heard from the owner with the unapproved front door, although no action has been taken to correct the violation. Mountain Mansion Management will begin fining the owner until the door is replaced with an acceptable door matching the rest of the doors for that particular building.

**Old Business**

*Concrete Driveways*

Paul Forbes is working on procuring additional bids for the driveway replacements. Sylvia Pennings will set up a meeting with Preston of Carver Concrete to go over the work completed last year and discuss the cracks that have developed in the new driveways.

*Gutter Work*

An e-mail blast will go out as discussed at the Annual Meeting notifying owners that all downspouts in the back yards should be extended to direct water at least 4-5 feet away from the building. If an owner has a downspout that is not directed at least 4-5 feet away from the building, Mountain Mansion Management needs to be contacted so that this work can be completed. Debbie Kahanek suggested getting downspout diverters to spread the water out. Debbie Kahanek would like to install leaf guards on her gutters and the Board is okay with this. The Board would like Mountain Mansion Management to get a quote to install leaf guards on all the gutters.

*Rental Restriction Amendment*

Sylvia Pennings will work with David Masters to draft amendment language and a ballot that can go out to all owners to vote on adding a restriction to the CC&Rs in regards to short term rentals.

*Second Pond Bid*

S&E Wards has provided a bid to clean out the second pond. This will be tabled until the next meeting at which time the Board will decide whether or not to have this work done in the fall.

### *Heat Tape*

Mountain Mansion Management will send a check to DMEA to have them credit the appropriate accounts for electricity used for heat tape this winter. Three units will be reimbursed \$30 for one month of heat tape usage and nine units will be reimbursed \$60 for two months of heat tape usage, for a total expense to the association of \$630. Tim Lund made a motion to authorize Tony McCrackin to replace the heat tape at the four units that need replacement at \$50 per tape plus \$50 per unit for labor. Debbie Kahanek seconded the motion and all voted in favor.

### *New Owner – 270 – Maintenance Requests*

The owner of 270, Debbie Kahanek, is now on the Board. The list of maintenance requests was reviewed. To address the caulking around windows, it was agreed that this is the homeowner's responsibility. To assist owners in getting this work completed, an e-mail blast will go out to all owners with Tony McCrackin's contact information and he has offered to work with individual homeowners to get the work done. There are shingles that need to be replaced, which are the association's responsibility, and Mountain Mansion Management will get this work scheduled.

### *Unit 256 – Roof Repair*

The Board ratified the decision approving all expenses relating the roof repair on Unit 256.

### **New Business**

#### *Welcome New Board Members / Appoint Officer*

The Board unanimously agreed to the following officer positions:

- President – Tim Lund
- Vice President – John Sorrell
- Secretary/Treasurer – Paul Forbes
- Member at Large – Tony McCrackin
- Member at Large – Debbie Kahanek

### **Next Meeting Date**

The next Executive Board meeting will be held on Thursday, August 1, 2019 at 6:00 pm at the home of Tony McCrackin, 272 Crossroads Circle.

### **Meeting Adjourned**

Tim Lund adjourned the meeting at 1:27 pm.

Respectfully Submitted by Sylvia Pennings, Mountain Mansion Management