

Draft
CASTELLINA CONDOMINIUM OWNERS ASSOCIATION
Annual Membership Meeting
December 21, 2022, at 3:00 PM (MDT)
Via Zoom
Minutes

1. Roll Call and certification of proxies. Roll Call and certification of proxies: Harry (Red) Conger & Mary Frances (Sissy) Sailors (Unit C – 23%), Marilyn Aldrich (Unit D – 26%) and Lance Vander Linden (Unit A – 26%)
Buddy Robinson (Unit B – 22%) proxied Judi Balkind
Also present: Judi Balkind – HOA manager
Absent: Trina Jackson – (Unit E – 3%)
A quorum is 40% of the Allocation of Interest in Exhibit B. A quorum of 97% was established and the meeting was Marilyn adlircalled to order at 3:00 PM - MT
2. Proof of notice of meeting or waiver of notice. ***Red Conger made a motion to approve the notice of the meeting. Seconded by Sissy Sailors and the motion passed unanimously.***
3. Reading and approval of the Annual Membership Minutes to the December 21, 2021. ***Marilyn Aldrich made a motion to approve minutes. Sissy Sailors seconded, and the motion passed unanimously.***
4. Reports of Officers. N/A
5. Reports of committees. N/A
6. Election of Directors.
 - One-year terms – all owners have been directors.
 - ***Red Conger made a motion to have all owners hold positions as Directors. The motion was seconded by Marilyn Aldrich and passed unanimously.***

Discussion on election of officers ***Sissy Sailors made a motion to elect the following officers: Marilyn Aldrich – President, Lance Vander Linden – Vice President and Buddy Robinson as Secretary Treasure. Marilyn Aldrich seconded, and the motion passed unanimously.***
7. Unfinished Business.
 - a) Financial Statement review for Year-to-Date 2022. The 2022 financials were presented. Upon review of the financials, ***Sissy Sailors made a motion to accept 2022 financials as presented. Lance Vander Linden seconded and the motion passed unanimously.***
 - b) Project update:
 - Repair/replace all deteriorated joints on concrete driveway and building - ***Completed.***

- Fix six copper downspouts/clean gutters/seal flashing on roof – **Completed.**
 - Discussion on repairs to outdoor lighting fixtures – After much research, fixing the current lights has been deemed more trouble/expensive than replacing them would be. The consensus has been to wait till we are ready to replace all the fixtures. Discussion ensued. Lance Vander Linden noted he has a couple of light fixtures in bad shape most likely from the snow coming off the roof. He suggested refurbishing a few of them. Stacy Sheridan, Judi's office mate noted to the members she had investigated this issue with the company that produced the lights. This company noted that we would need to send them one of the lights and then they would assess how much the light would cost to refurbish. **Upon further discussion, Marilyn Aldrich made a motion to approve the hiring of an interior designer to investigate options for new lights. Red Conger seconded all members were in favor.**
 - Gravel was added to Trina's parking space – **Completed.**
 - Flashing was added as needed by roofing company – **Completed.**
 - The driveway was resealed, and stonework fixed late fall – **Completed.**
- c) IRS – Vote on excess funds:

Sissy Sailors made a motion that any excess of membership income over membership expenses for the year ended December 31, 2021, shall be applied against the subsequent tax year member assessments as provided by Internal Revenue Service Revenue Ruling 70-604. Marilyn Aldrich seconded: Motion carried.

Sissy Sailors made a motion that any amounts collected by or paid to the Association for major repairs or replacement, or remaining in the Replacement Reserve, at the end of the year ended December 31, 2022, in excess of the amounts originally scheduled for Replacement Reserves, shall be set aside for future major repairs and replacement, and allocated to capital components as provided by the guidelines established by the Internal Revenue Service Section 118 and Revenue Ruling 75-370 and 75-371. Lance Vander Linden seconded the motion. Motion carried.

8. New Business.

- a) Proposed Budget & Dues Review for 2023 - Westfield Insurance – quote \$25,212.00 – Insurance companies are pulling out of the Mountain towns. **Red Conger made a motion to approve the 2023 Budget and Dues with the noted increases. Marilyn Aldrich seconded, and the motion passed unanimously.**
- b) Owners Insurance on each unit - This is a reminder to owners to check their own insurance and make sure that each owner has proper coverage
- c) Fire suppression testing of each unit and extinguishers inspected was completed on December 16th. Once the inspection report is completed, it will be sent to all the owners.
- d) Update on HOA filings, and compliance to the Colorado Statue –Update on filings –The periodic report and Department of Regulatory agency report has been

- filed.
- e) Renewal of contract: Jarmik Property Management property management contract ***Marilyn Aldrich made a motion to renew the contract with Jarmik Property Management Inc. Red Conger seconded and the motion passed unanimously.***
 - f) Other: New bill signed by Governor regarding HOA's. This bill was circulated to all the owners.
 - g) Other: Roof Lifetime: Lance Vander Linden asked what the condition of the roof is and when will it need to be replaced? Lance suggested that we do everything to maintain it, i.e., seal the shaker roof tiles, and obtain a bid to replace the entire roofs with metal.

9. Adjournment: ***Red Conger made a motion to adjourn, seconded by Marilyn Aldrich***

Respectfully submitted,

By: _____
Jarmik Property Management Inc.
Judi Balkind, HOA Manager