

**Approved  
Minutes of  
Annual Membership and Budget Meeting of  
CASTELLINA CONDOMINIUM OWNERS ASSOCIATION  
120 South Pine Street, Suite #201 Jarmik Property Management, Telluride, CO  
May 27, 2014 3:00 p.m.**

The annual membership and budget meeting of the members of the Castellina Condominium Owners Association was held on May 27, 2014 at the office of Jarmik Property Management Inc. – in Telluride, Colorado.

**1. Roll Call, Determination of Quorum and Call to Order**

**Members Present in Person or on Teleconference:** Lance Van Der Linden – Unit A, Laurie and Sam Joslin - Unit C, Marilyn Aldrich– Unit D, Patrick Rothe – Unit E. The Russells – Unit B were absent.

**Also Present:** Judi Balkind, Homeowner Association Manager.

Judi Balkind announced a quorum was present and the meeting was called to order.

**2. Proof of notice of meeting or waiver of notice.**

**Upon motion made by Marilyn Aldrich and seconded by Lance Van Derlinden, notice of this meeting was waived.**

**3. Reading and Approval of the Minutes of the Minutes from the last meeting.**

**Upon motion made by Marilyn Aldrich and seconded by Lance Van Derlinden, minutes from the last meeting were approved.**

**4. Reports of Officers. N/A**

**5. Reports of Committees. N/A**

**6. Election of Directors/Officers.**

**Discussion ensued – Marilyn Aldrich did not see the need to have officers but asked that Judi investigate CCIOA rules to see if officers are required and if needed the directors will nominate the officers at another meeting.**

**Patrick Rothe made a motion for all five owners to hold the position of directors. Marilyn Aldrich seconded the motion and passed unanimously.**

**7. Unfinished Business.**

- a. Review 2013 Financials.** The Profit and Loss for year ending December 31, 2013 reported a loss of (\$2,663.88). The expenses over budget were as follows: General Maintenance \$313.89 (repairs needed to hydraulic system for boiler), Landscaping \$1,559.50 (repairs needed to the irrigation system), Gas - \$1,099.24 and Electricity \$3,103.49. The expenses under budget were as follows: Water Irrigation System - \$734.82, Insurance \$481.82.

## 8. New Business.

- a. **Approve 2014 Budget and Dues.** The 2014 budget and dues –separate charge for exterior and interior window washings – tentatively scheduled for June 6, 2014. Discussion ensued. Laurie Joslin noted her property managers, Elevation Vacations want to power wash her decks because of the pollen. **Laurie Joslin made a motion to have window washing on June 6 and a separate billing would take place outside of the regular HOA dues. Marilyn Aldrich seconded the motion and passed unanimously.** Discussion ensued regarding the slight increase in dues for 2014. Marilyn noted the units are 8 years old and reserve repairs will be needed in the future. Laurie agreed with Marilyn noting any monies that can be saved would be put into reserve. **Marilyn Aldrich made the motion to accept the 2014 Budget with the increase ranging from \$10 to \$70/unit as of June 1, 2014 and any monies saved in the year would be put into the reserve account. Patrick Rothe seconded the motion and motion passed unanimously.**
- b. **Discuss staining of garage doors & units.** Discussion ensued. Some of the garage doors and unit doors need attention but some do not. A bid was received from Mark Wormington for \$17,100.00 for exterior staining of the doors and garages. Lance noted he had his doors stained from Elevation Vacations. Laurie noted to the members the exterior should remain as a HOA expense and not have the individual property management companies take these projects on. The owners agreed to table this expense until next year and obtain additional bids for staining. –garage doors, front doors and door to storage units. The members suggested getting a “contractor” to look at the units and give us his opinion regarding the staining of the doors and building. The painting costs would need to be a special assessment.
- c. **Repair of concrete in driveway area near Unit D.** (see below)
- d. **Repair of caulking around exterior pillars.** It was noted to the members the walkway in front of Unit D is beginning to deteriorate as well as some of the caulking around the pillars. An estimate was received from Paco’s Masonry was estimated at \$1320.00. Upon review of this bid, it was determined the bid did not cover the correct needed repairs. Judi will contact a second concrete contractor to bid out the repair to the concrete walkway and reinstall cracked and deteriorated grout joints around the units. The bid will be sent to all the owners for review and approval. **This cost will be a special assessment.**
- e. **Discuss usage of storage space under Unit E.** It was noted to the members there is an area under Patrick’s unit which holds the boilers for the snow melt system. It was noted that Patrick’s tenant, Benjamin has set up his drum set with security camera.
- f. **Review of landscaping.**
- g. **Review of HOA’s Insurance policy – State Farm Insurance.** Marilyn noted her unit had a water break in December. The floors on the main level were flooded and approximately 30% of the floors of the living room replaced. She had a polyurethane finish vs. a wax finish and offered that if anyone wanted to look at the repair she would be happy to show them. She would highly recommend the floor contractor – Scott Almony and the general contractor Pat Daley.
- i. **Review of heat tapes and inspect roof.** Laurie had notified Judi that significant snow had accumulated on the roof and then fell off near her door. It was suggested the roof be inspected more often and arrange for additional roof snow removal.
- j. **Update on HOA filings, and compliance to the Colorado Statue.** It was noted to the

members, Judi has submitted the proper filings and is compliant with the requirements from the Colorado Common Interest Ownership Act. The Periodic Report is file with the Secretary of State and the annual filing with DORA (Department of Regulatory Agency). The state of Colorado will require licensing of all community association managers by July 2015.

**g. Review of HOA's insurance policy – State Farm Insurance.** It was noted to the members that Judi will get a bid from American Family Insurance and Neil-Garing Insurance for comparison. Discussion ensued. The bids will be received and sent to all of the owners before the November 2014 renewal time.

**f. Update on Mountain Village Cable.** It was noted to the members the Mountain Village internet and cable have been upgraded and the HOA has a bulk rate. Marilyn Aldrich noted the internet was better but not necessarily the cable. Lance noted he has purchased an alternative cable. Marilyn agreed to check out alternative cables. It was noted to the members there is a bulk rate and if one unit drops off the bulk rate would go away and the charge would be higher for each unit.

**Other.** Laurie noted that Peter from Elevation Vacations suggested the retaining wall and the driveway looked unkempt and a suggestion was made to have more landscaping by the hot tubs in the back area. Discussion ensued. Patrick noted some of the area in question could be Mountain Village Property. Owners felt the landscaping was fine as it is and suggested leaving it the way it is.

9. **Adjournment.**

**Upon motion made by Marilyn Aldrich, seconded by Laurie Joslin and passed, the meeting was adjourned.**

Respectfully submitted,

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//Jb//  
By: Jarmik Property Manager  
Judi Balkind, Castellina HOA Manager