

Approved 12.21.22

CASTELLINA CONDOMINIUM OWNERS ASSOCIATION

Annual Membership Meeting

December 21, 2021, at 3:00 PM (MDT)

Minutes

1. Roll Call and certification of proxies: Buddy Robinson (Unit B – 22%), Laurie Joslin (Unit C – 23%), Marilyn Aldrich (Unit D – 26%) and Trina Jackson – (Unit E – 3%)
Also present: Judi Balkind – HOA manager
Absent: Lance Vander Linden (Unit A – 26%)
A quorum is 40% of the Allocation of Interest in Exhibit B. A quorum of 74% was established and the meeting was called to order at 3:06 PM - MT
2. Proof of notice of meeting or waiver of notice. *Marilyn Aldrich made a motion to approve the notice of the meeting. Seconded by Buddy Robinson and the motion passed unanimously.*
3. Reading and approval of the Annual Membership Minutes to December 15, 2020, *Buddy Robinson made a motion to approve minutes. Marilyn Aldrich 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
Buddy Robinson made a motion to have all owners hold positions as Directors. The motion was seconded by Laurie Joslin and passed unanimously.
 - Discussion on election of officers
Trina Jackson made a motion to elect the same slate of Officers as last year – Marilyn Aldrich – President, Laurie Joslin – 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 2021 Financials were present to the members and without further discussion, *Buddy Robinson made a motion to approve the financials as presented. Marilyn Aldrich seconded, and motion passed unanimously.*
 - b) IRS – Vote on excess funds

- **Buddy Robinson 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.**
 - **Buddy Robinson 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, 2021, 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. Laurie Joslin seconded the motion. Motion carried.**
- c) Installation of new trees - 3 new trees installed under warranty at no cost. The porcupine seems to be gone.

8. New Business.

- a) Proposed Budget & Dues Review for 2022 - remain the same if American Family can provide premium at \$13,360.00
- Berkshire Hathaway did not renew the policy due to Wild land fires
 - Liberty Mutual and Travelers have pulled out as well
 - Westfield Insurance – quote \$24,713.00
 - Cincinnati quote – quote \$34,778.00
 - American Family Insurance – quote \$13,000 with a 10K deductible for the larger buildings, 5K for Unit E building – includes D & O insurance
Note: American Family Insurance will increase rates next year around 27%, the cost would increase to 17K

Laurie Joslin made a motion to approve American Family Insurance bid for General Liability and Umbrella as presented. Marilyn Aldrich seconded, and motion passed.

Judi Balkind presented the 2022 budget with no increase from 2021 but with an increase in her management fee to 400/month. It was noted her management and accounting fee had not been increased since 2015. ***Marilyn Aldrich made a motion approve the increase in Jarmik Property Managements fee. Laurie Joslin seconded, and the motion passed unanimously.***

Marilyn Aldrich made a motion to approve the 2022 Budget and Dues (with no change from 2021) as presented. Buddy Robinson seconded, and motion passed.

- b) Discussion on repairs to outdoor lighting fixtures – Discussion ensued. How many lights to try and have redone – obtain new light fixtures, design etc. The members requested to find out the cost of refurbishing a light fixture and how much a new light fixture would cost. They requested the name of the

company with a link to see if there is a similar light fixture. The shipping time frame also needs to be considered. Is it possible to only replace the globe/insert vs. the entire light fixture?

c) Update on HOA filings, and compliance to the Colorado Statue –Update on filings. It was noted to the members that the HOA’s periodic report is filed, 2020 tax report was completed by a CPA firm – Shugars and Company and the 1099’s were prepared in file. The HOA is in compliance with the state.

d) Other:

- Trina noted that her roof is dripping and needs some type of flashing. Judi will contact Victor – Copper Mountain Roofing to investigate the issue and find a solution.
- Trina noted that testing for smoke alarms was noted her panel was fried and burnt and needs a new one. The alarm company will be contacted for follow-up.
- Trina noted her parking space needs more gravel so she can access her parking space. The landscaper will be contacted in the spring to get more gravel on her driveway.
- Laurie Joslin noted at the base of the French doors above her garage doors, the threshold appears to be in bad shape. Laurie will forward photos, and Victor – Copper Mountain Roofing will be contacted for further investigations.
- Laurie Joslin noted there is a stone missing by the back deck near her hot tub on the lower deck between unit C and B. Leo McNamara will be contacted in the spring to replace the stone and seal the driveway.

9. Adjournment. ***Marilyn Aldrich made a motion to adjourn the meeting. Laurie Joslin seconded and the meeting was adjourned.***

Respectfully submitted,

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