

**Draft**

**CASTELLINA CONDOMINIUM OWNERS ASSOCIATION**  
**Annual Membership Meeting**  
**December 21, 2023, at 2:00 PM (MDT)**  
**Via Zoom**  
**Minutes**

1. Roll Call and certification of proxies.
2. Harry (Red) Conger & Mary Frances (Sissy) Sailors (Unit C – 23%), Marilyn Aldrich (Unit D – 26%) and Lance Vander Linden (Unit A – 26%) and Buddy Robinson (Unit B 22%)  
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 called to order at 2:03 P.M. by Marilyn Aldrich.
3. Proof of notice of meeting or waiver of notice. ***Red Conger made a motion to approve the notice of the meeting. Seconded by Marilyn Aldrich and the motion passed unanimously.***
4. Reading and approval of the Annual Membership Minutes to the December 21, 2022 ***Marilyn Aldrich made a motion to approve minutes. Lance Vander Linden seconded, and the motion passed unanimously.***
5. Reports of Officers. N/A
6. Reports of committees. N/A
7. Election of Directors.
  - One-year terms – all owners have been directors.
  - Discussion on election of officers
  - Discussion on election of officers ***Red Conger 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.***
8. Unfinished Business.
  - a) Financial Statement review for YTD 2023  
Buddy Robinson has requested that the Landscaping company be contacted in the spring to request a regrade of the area in front between Lance Vanderlinden’s unit A and Buddy Robinson’s unit B. The ground area needs to be graded away from the foundations and toward the driveway area.  
***Buddy Robinson made a motion to approve the 2023 Financials as presented. Lance Vander Linden seconded the motion, and the motion passes unanimously.***
  - b) Westfield Insurance – quote \$25,212.00 – Insurance companies are pulling out of the Mountain towns. Reminded on insurance costs from 12.12.23 to 12.23.24.
  - c) 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.
  - d) Update on HOA filings, and compliance with the Colorado Statue –Update on

filings –The periodic report and Department of Regulatory agency report has been filed. Periodic report and DORA filings have been completed for 2023.

e) IRS – Vote on excess funds.

9. New Business.

- Proposed Budget & Dues Review for 2024 - suggested increase of 7%.

Lance Vanderlinden would like to make sure the HOA reserves money to keep the building in top notch shape.

***Marilyn Aldrich made a motion to approve increased Budget and Dues for 2024 beginning January 1, 2024. Red Congers seconded the motion and motion passed unanimously.***

- Fire suppression testing of each unit and extinguishers inspected was done on December 6, 2023, by Branden with Big Mountain Fire – Noted to members the annual test and inspection was completed.
- Renewal of contract: Jarmik Property Management property management contract. ***Buddy Robinson made a motion to renew Jarmik Property Management contract for another year. Red Conger seconded all inf favor.***
- Other: The members requested the manager to try and obtain quotes from two or more roofing companies for a full replacement of the roofs.
- It was suggested that the manager contact the insurance agent to discover what is triggering the non-renewals of policies. Reach out to insurance agent for rules on non-renewal

9. Adjournment. ***Marilyn Aldrich made a motion to adjourn the meeting at 2:45 P.M, motion seconded by Red Conger.***