

**ELK RUN VILLAS  
TOWNHOME ASSOCIATION  
ANNUAL MEETING MINUTES October 26, 2018**

The regularly scheduled Annual Meeting of the Elk Run Villas Townhome Association was held on Friday, October 26, 2018 at the Elk Run Villas Clubhouse. Board Members present were Kevin Crumpton, Diane Willoughby and Yvonne Psaila. Present from Red Mountain Community Management was Sheila Skaggs, CAM.

The meeting was called to order at 5:05 P.M.

**PROOF OF NOTICE and CONFIRMATION OF QUORUM**

Pursuant to the Bylaws, the Notice was mailed out on September 29th which met the Proof of Notice obligation. The representation of more than twenty percent (3 units) is required to constitute a quorum. The unit owners noted below fulfilled said requirement with ten (10) Owners present and three (3) Owners represented by mail in Proxy.

<b>UNIT#</b>	<b>OWNERS PRESENT</b>	<b>UNIT#</b>	<b>OWNERS BY MAIL-IN BALLOT</b>
9572	Paul and Romita Wadwa	9574	Karen Janjua
9579	Diane & Lance Willoughby	9576	Brandy Damico
9580	Kevin & Beth Crumpton	9577	Donald Oakley
9575	Andrew and Beth Wright		
9579	Steve Johnson		
9578	Yvonne Psaila		

The 2017 annual meeting minutes were reviewed.

**APPROVAL OF MINUTES**

The Motion was duly made and seconded to approve the Annual Meeting Minutes of October 27, 2017 as submitted. Motion passed unanimously.

**PRESIDENT'S REPORT – Kevin Crumpton**

- Kevin thanked and welcomed Red Mountain Community Management (RMCM). ERV transitioned to the new property management company, RMCM, last year.
- The garage door issue has been resolved.
- New key locks have been installed in all units. The Schlage system replaced the Saflok system.
- A Board of Directors meeting was added to the schedule to be held in the fall before the Annual Meeting. Kevin clarified that all Board of Directors meetings are open to owner attendance.
- Two amendments have been sent out for owner approval. Amendment 3 which defines the contribution to reserves upon sale of a unit. It requires a three-month dues contribution to Reserves to be paid upon purchase of the unit by a new owner. It should be noted that these have always been collected from new buyers, as is standard for condo HOAs, but the language mandating them was inadvertently omitted from the declarations. Amendment 4 would allow ownership of pets (dogs or

cats) to owners only. The signed amendments (for approval) need to be returned by December 18, 2018. So far, three Amendment 3 have been signed and returned.

- Next year, RMCM will discuss amendments to Rules and Regulations if needed according to CCIOA.

#### **MANAGEMENT REPORT – Sheila Skaggs**

- The Action List for ERV was discussed.
- A homeowner noticed two people on the roof recently, Sheila will find out why.
- The leaves in the stairwells need cleaned out by RMCM.
- Another pool table light is burned out, RMCM will replace the bulb.
- Two CH blind valances need reattaching.
- Vail needs to better control the ice build up around the dumpster.
- Homeowners would like more flowering plants out front for better “curb appeal”. In the spring, Diane will suggest types of plants that can be planted and thrive. Homeowners will organize a “Homeowner Work Day” to mulch and plant. The mulch can be obtained free from the county per availability.

#### **FINANCIAL REPORT- Yvonne Psaila**

Yvonne reviewed the Board approved 2019 Budget and September financial statements. Yvonne reminded homeowners, that the Board constantly seeks ways to save money. The Summit County Property Tax assessment for the CH will be reviewed and hopefully reduced. The landlines for the CH are being reduced from 2 to 1 and RMCM is checking into landlines maybe being replaced with wireless, as they are for the fire system. Utilities have been generally running lower than projected, while repairs, especially heating and plumbing ones, are higher. For the 2019 budget, the Board shifted more funds into the repair line items.

The decision has been made by the board and the owners present to maintain the current dues where they are (without an increase) but that this may translate to a need for an assessment if a large expense comes due.

**MOTION: Upon motion made, duly seconded, and unanimously approved the 2019 Budget is ratified as presented.**

#### **NEW BUSINESS:**

- New bicycle racks are being installed in the garage
- A new camera security system is being installed in the garage area
- The new RMCM preferred vendors list will be sent to homeowners.
- The hot tub maintenance from RMCM is great!
- A letter will be sent out from RMCM about homeowners installing a storage cabinet in the vault area and what the rules are concerning storage items. Older unclaimed cabinets should be removed.
- Humidity/Water sensors are being investigated for installation in units.
- There might be an issue with the driveway melt system. The system will be inspected soon.

#### **ELECTION OF DIRECTORS**

Kevin Crumpton, Yvonne Psaila, and Diane Willoughby are willing to run again. No other nominations were presented.

**MOTION: Upon motion duly made and seconded to elect the current slate of directors by acclamation.  
Motion passed unanimously.**

**ADJOURNMENT**

The meeting adjourned at 6:53 P.M.

**THE ELK RUN VILLAS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS – POST ANNUAL MEETING  
October 26, 2018**

The following officers were designated: President Kevin Crumpton, Vice President/Secretary Diane Willoughby, Treasurer Yvonne Psaila