

Hunter Hill Condominium Association

Board of Directors Meeting Minutes

September 26th, 2024

The Board Meeting was opened by Bill Gavenas of Crested Yeti Property Management at 4:30 pm MT. This meeting was held via ZOOM.

Bill Gavenas asked for a roll call of membership present:

Jennifer Kennedy (JK) – Board President
Hope Geller (HG) – Board member
Peter Daniels (PD)– Board member
Bill Gavenas (BG) – Crested Yeti Property Manager

Quorum was established.

Proof of Notice for Meeting

- Bill Gavenas stated that the notice and agenda for the meeting was sent out on September 9th, 2024. The meeting was properly noticed.

Property Managers Report

BG reviewed the monthly reporting package highlights and projects/repairs done during the year to date. (Repairs to stairs, decking, parking signage, new door lock and closure and current issue with grinders/pumps.) Updates on the state of insurance that is on the rise nationally.

New Business

Current 2024 financial status

- All dues have been paid and consistently current each month. Current balances in HOA bank accounts
 - Operating Account balance: \$1451
 - Reserve Account balance: \$6052

2025 Budget review and approval by board

- BG and the board reviewed the proposed budget line item by line item, made changes to any assumptions and updated the proposed 2025 budget to present to the homeowners at the annual general meeting. This budget has dues for each unit increasing to **\$570 per month**.

MOTION 1: JK made the motion to approve the budget and present it to the general membership. This was seconded by HG.

Unanimously approved.

Action 1: BG to research and share the details of the Snow plowing/hand shoveling amounts last year. The board believes these could be a bit high and should be audited.

General State of the Property Planned projects or other initiatives

- Chimney Sweeping –Need to arrange for the chimneys to be swept and cleaned. The HOA arranges and pays for the services and charges the cost back to the homeowners via ledgers. Units affected are: 2, 3, 4 & 6.

Action 2: BG/CY to arrange and give homeowners adequate notice for entry into units.

- A Capital Improvement Plan/Reserve Study should be updated and made current. (Painting of the south and west sides should be added, maintenance of the waste management system etc.)

Action 3: BG/CY to update the most recent study and share with the board.

- The areas to the right and left of the entrance need attention in terms of rogue aspens, weeds etc. This area should be covered with weed control and mulched etc.

Action 4: HG to arrange with other homeowners.

- The parking policy to be updated and shared with all tenants. It should be made known to all that each spot owner/user is to clear out the space during snow and keep it clear. The snow should be moved away from the parking area.
- A list of all renters/tenants should be confirmed at the annual general meeting with all homeowners. This is to ensure closer and more timely contact with those living in the building.

General membership meeting preparation

- The general membership meeting has been scheduled for 8 October 2024 at 5.00pm via ZOOM. BG will share the proposed board approved budget with all homeowners prior to the meeting.

Adjournment of Meeting

- PD made a motion to adjourn the meeting.
- Seconded by JK

Unanimously approved

Meeting closed at 5:35 PM MST