

**Meeting Minutes**  
**Wood Creek Condominiums Owners' Association**  
**Annual Meeting Saturday, June 22, 2024, 9:30 AM**  
**Conference Call**

**Call to Order**

J Sloss called the meeting to order at 9:34am MT.

**Roll Call/Establish Quorum**

In attendance –

Owner		In Attendance	Proxy
WC101 - James & Deepa Lounsbury	4.10%	Yes	
WC102 - Coates	2.90%	No	
WC103 - McElroy	2.85%	No	
WC108 - Buchanan	1.05%	Yes	
WC109 - Buchanan	0.60%	Yes	
WC201 - Alan Qualls	4.10%	Yes	
WC202 - Joseph & Mary Derr	2.95%	Yes	
WC203 - Keith Opat	2.90%	No	
WC204 - Marston and Fitzpatrick	2.85%	Yes	
WC205 - Casey	2.85%	Yes	
WC206 - Grote	2.10%	No	
WC207 - Schmidt & Bredsdorff	4.10%	Yes	
WC301 - Stelzer	4.15%	Yes	
WC302 - Rogers	3.00%	Yes	
WC303 - W2CB LLC	2.95%	No	
WC304 - Barbara Amstutz	2.90%	Yes	
WC305 - E.C. Prince Properties LLC.	2.90%	No	
WC306 - Moore	2.15%	No	
WC307 - Sloss	4.10%	Yes	
WC401 - Samuel & Julia Thompson	4.20%	No	
WC402 - Alison & Kyle Vance	5.40%		Wanda Bearth
WC403 - Charapata	5.40%	Yes	
WC404 - Karen Lauren Kristen, LLC	2.95%	Yes	
WC405 - Webb	2.95%		Jeff Sloss
WC406 - Pharamond	2.20%	Yes	
WC407 - Pharamond	4.15%	Yes	
WC504 - Lucas & Brooke Brown	5.40%		Jeff Sloss
WC505 - Mt. CBRagan, LLC	5.40%	No	
WC506 - Lypps	2.25%	No	
WC507 - Sprowell	4.20%		Jeff Sloss

A quorum was established with 69.40% of the ownership in attendance or represented by proxy.

Also in attendance, Wanda Bearth, Matthew Hart, Michael Geheb and Sierra Bearth, Crested Butte Lodging & Property Management, Inc staff (CBL).

### **Proof of Notice**

Proof of notice was mailed and emailed to all owners on June 6<sup>th</sup>, 2024.

### **Reading/Approval of Prior Meeting Minutes**

June 24, 2023

J Sloss made the following-

- Motion: Waive the reading of the June 24, 2023 meeting minutes and approve as drafted by CBL
- 2<sup>nd</sup>: A Qualls
- Discussion: One member questioned not reading the minutes, but the majority was in favor of waiving the reading
- Vote: One opposed, motion carries

J Sloss made the following-

- Motion: Amend the agenda to move the election of the board of directors to the top of the agenda
- 2<sup>nd</sup>: D Charapata
- Discussion: None
- Vote: Unanimous approval

### **Board of Directors Election**

#### One Three-Year Term Expiring

J Sloss made the following-

- Motion: Appoint J Higby to the Board of Directors
- 2<sup>nd</sup>: D Charapata
- Vote: Unanimous approval

### **Reports**

#### Financial Reports

##### Prior Year Audit- June 30, 2023

W Bearth directed the membership to the association's website to view the full audit.

##### Current Fiscal Year to Date

W Bearth reminded the owners that the association uses accrual accounting. She noted that the association had \$42,526 in the operating account with \$9,820 pending against that amount. The capital account is \$79,596. The association is running over budget by \$4,530 this year. This is largely due to contract labor, maintenance repair and trash running over budget. W Bearth explained a discount and refund was worked out with Waste Management to reduce the trash expense, and CBL will get a quote on bringing in single-stream recycling.

### Excess Income Resolution

W Bearth reminded owners that this item is for any year where the association collects more income than spent. The owners can apply these funds to future expenses, transfer to capital, or do nothing.

L Noon made the following-

Motion: Roll any excess funds into the capital account  
2<sup>nd</sup>: J Sloss  
Vote: Unanimous approval

### Manager's Report

M Hart reviewed the following report –

- Retaining Walls/Parking Lot – From our 2023 report: After considerable downtime and lack of attention to the project by SGM, CBL reached out to SCJ Alliance to take over the engineering of the replacement retaining walls. CBL has collected everything from SGM and passed it along to SCJ for review and drafting of engineered construction drawings. The board has chosen concrete for the retaining wall medium to continue the look of the existing retaining wall at the building end of the railroad ties. Progress! – SCJ has drawn plans and provided a cost estimate which we used to prepare the capital budget and plan. We'll review the entire capital plan during the meeting.
- Lockers – CBL staff assembled and installed the lockers into the conference room. Annual rentals will be available beginning each July. Rates will be presented at the meeting.
- Paint/Gardens– The snow (in May!?!?) and cold weather delayed our start, but now We are attending to the paint needed on the wood railings!
- Flue Replacement Project – This project is complete, and the sweep/inspection was recently completed. Jeff Sloss has drawn up a record that details each unit's specifics. This will be posted to the website and is also included in the meeting materials.
- Renewals – CBL renewed all annual subscriptions including the website domain, CO Secretary of State, and DORA.
- Smoke Detectors-The Crested Butte Fire Protection District sent out a safety bulletin following the end of this last ski season notifying everyone that one of the only 2 types of smoke detectors available doesn't function properly at altitudes above 3000 feet. The two types of sensors are ionization and photo electric. The ionization type smoke detectors were recently found to be less responsive and cause more false alarms at altitudes above 3000 feet, so the CBFDP put the entire valley on notice. Short-term rentals will not be able to renew their licenses until this issue is addressed and remedied. For everyone else, they recommend throwing out your old detectors if they're of the ionization type and purchasing new photo electric type sensors. The sticker on the back of your detector will tell you what type of sensor it has in it.
- Environmental reminder –
  - a. Don't wash paint, mineral spirits, grout, or thin set down the sink. Thin set and grout harden under water and can cause a solid clog before it leaves Wood Creek's lines!
  - b. Unwanted paint or stain can be recycled at Ace Hardware or Sherwin-Williams in Gunnison. The paint or stain must be in its original container with the label still

attached. No fee and recycling is accepted during business hours and any brand is accepted, regardless of where it was purchased.

- c. Gunnison County sponsors events annually for disposing of household hazardous waste such as mineral spirits and paint thinner. Watch the newspaper for notices.
- d. Electronic recycling is offered on the 3rd Saturday of each month at 195 Basin Park Dr. in Gunnison. \$5 per item. More at [www.sustainablecb.org](http://www.sustainablecb.org).
- Window Screens-We have an annual budget for screen replacement, but this does not cover our time for coordinating entrance and inspection for each unit. Therefore, let us know if your screening needs to be replaced.
  - HOA Reminders –
    - a. Remodeling – You might not need a building permit from the town for certain renovations, but you will always need to get approval from the HOA before performing any remodeling work that will involve any exterior modifications or significant interior work such as (but not limited to) plumbing or wiring or parking a dumpster on site.
    - b. Fire Extinguishers – Western Slope and Fire Safety will be recertifying the fire extinguishers this fall. We will notify all the owners of the date via email. Please have your fire extinguisher placed outside of your unit door on the day of recertification to cut down on the time and cost of the bill.
    - c. Keys – New owner, new code, or new lock, please ensure CBL has emergency access to your unit. In case of leak or other emergency, the Wood Creek governing documents require the property manager to have access. CBL can make copies of keys free of charge.
    - d. Short Term Rentals-Email [Sierra@crestedbuttelodging.com](mailto:Sierra@crestedbuttelodging.com) for any HOA authorizations that the town of Mt Crested Butte may require.
    - e. Website – The association’s website is full of information!  
<https://www.woodcreeklodge.org/>
    - i. The website is a quick place to find meeting minutes, rules and regulations, insurance information and more. The password is: 400gothic

## **Old/Unfinished Business**

### Conference Room Rental Program

J Sloss reminded the owners of the decision to put in lockers in the conference room following last year’s meeting. The lockers can be rented by any member of the association and lockers can be rented on an annual basis starting July 1<sup>st</sup>. Owners are directed to reach out to Crested Butte Lodging & Property Management to work out a locker rental.

### Flue/Fireplace Master Log & Notes

J Sloss recapped the flue replacement project and informed all owners that a chart of which size flue each unit has, and the history of the project is posted to the association’s website.

## **New Business**

### 2024-2025 Approved Operating Budget Discussion

#### Budget

W Bearth explained that utilities are increasing year over year for the association, and utilities make up 37% of the operating budget. Insurance makes up 16% of the budget and snow removal makes up 13%

of the budget. Due to many expenses increasing out of the association's control for required services like utilities and insurance, there is a required dues increase of 7.7% this year.

#### Dues Schedule

The dues increase is effective July 1, 2024 and the schedule can be found on the association's website.

#### 2024-25 Approved Capital Budget & Plan Budget

W Bearth reviewed the capital plan with the owners and noted that only one year is approved at a time, but homeowners should look at the upcoming years for large projects that may result in special assessments. The portion of capital dues collected and regularly allocated to capital has been increased to offset the size of the special assessments in the future. The biggest project scheduled for this year is the retaining wall replacement work. The necessity of replacing the parking lot in 2025, and if there are viable alternatives to full replacement, was questioned and discussed and J Sloss advised that deferring maintenance can result in several projects stacking up in one year requiring a much larger amount of funding from the owners at once. He further explained the parking lot is past its generally accepted useful life and we cannot predict how many more years of use we can get out of it. The membership discussed funding this project and the billing schedule.

#### Estimate of Probable Cost

The membership discussed the status of the retaining wall work and the estimate of probable expense provided by the engineer. The plans have been sent to contractors for bid. A Pharamond requested a copy of the plans and would like to form a committee to assist with the retaining wall replacement project. The Board will work with A Pharamond on the project.

#### **Unscheduled Business**

J Sloss reminded owners that windows are owner responsibility, but the association has standards that must be met to keep the same appearance on the exterior. Guidelines on the windows have been posted to the association's website. Replacement of these windows does require approval before work commences, please reach out to Crested Butte Lodging & Property Management to start this approval process.

J Sloss reminded everyone that only owners can have pets on the property, and owners must clean up after their pets.

#### **Establish Date of Next Meeting**

L Noon made the following-

Motion:	Hold the next annual meeting on Saturday, June 21 <sup>st</sup> , 2025 at 9:30am MT.
2 <sup>nd</sup> :	J Sloss
Vote:	Unanimous approval

#### **Adjournment**

J Sloss adjourned the meeting at 12:03pm MT.