

## Castle Ridge Homeowners Association

Annual Meeting Minutes

New Castle Branch Library

March 11<sup>th</sup>, 2019

- Roll Call:
  - Dan Becker President
  - Roger Proffitt Vice President
  - Jesse Goryl Treasurer/ Secretary
  - Laura Brown Cheryl&Co. CAM
- Homeowners present were:
  - Mark and Joann Delhierro
- Establishment of Quorum and Roll Call
  - Per the Association Bylaws, 10% of ownership was not present in person or by Proxy. A quorum was not met; however, the meeting continued in an informal capacity.
- Call to order
  - The meeting was called to order at 5:30 PM by Daniel Becker
- Approval Action Items
  - Agenda for the meeting was presented. Due to lack of quorum, a motion was not made at this time.
  - Prior Annual Meeting Minutes from 2.27.18 was presented to ownership in the annual meeting packet. Due to lack of quorum, a motion was not made at this time.
- Financial Review YTD
  - The Association is operating below budget at this time. Management presented those present with a current Income Statement and Balance Sheet as of 2/28/19. No current delinquencies and all past due accounts are paid in full. Quarterly reserve transfers are equal to 7.71% or \$1,005.00 quarterly.
  - Current Account Balances:
    - Operating: \$5,305.37
    - Reserve: \$25,947.03
    - Alpine CD: \$44,388.02
  - The Budget was previously approved by the Board of Directors and a motion for ratification was presented by Dan Becker and seconded by Roger Proffitt. With none opposed due to lack of quorum, the budget was ratified as presented.

# Cheryl&Co.

COMMUNITY ASSOCIATION MANAGEMENT

- Old Business
  - None presented at this time
- New Business
  - 2019 Seasonal contract expiring with CLC Landscape. Management presented ownership with contract for Sanctuary Landscaping. After careful review and pending inspection, owners present agreed to hiring Sanctuary Landscaping for 2019 season.
  - The board and management discussed having a walk-through inspection on the property in Spring to discuss the health of trees and bushes, as well as irrigation, mulch, and rocks disbursement.
  - Management will notify public works of leak under street at entrance to determine responsibility.
  - Management will send out reminder letters re: pet waste.
- Adjournment
  - Roger Proffitt called for a motion to adjourn at 6:02 PM. Dan Becker seconded. Unanimously passed.

Respectfully Submitted,

Cheryl&Co CAM