

Castle Ridge Homeowners Association

A meeting of the Board of Directors for Castle Ridge Homeowners' Association was held via ZOOM on December 4th, 2020, MST.

Present from the Board of Directors: Roger Proffitt (President), Dan Becker (Vice President) and one vacant seat.

Homeowners present: Carol Pucak (256).

- Call to Order:
The meeting was called to order at 6:02 pm by Dan Becker.
- Quorum:
With 2/3 board members present, a quorum was established.
- Approval Action Items:
 - Meeting minutes of the Board of Directors meeting held on 4/23/20 were presented to the Board via email prior to the start of the meeting for review. A motion was made by Roger to approve the minutes as written. Seconded by Dan. Unanimously passed. None opposed.
 - A motion was made by
 - Dan to approve the agenda as presented. Seconded by Roger. Unanimously passed. None opposed.
- Management Update
 - Landscaping: Management presented the Board with an update on the Fall trimming and Spring planting. Fire mitigation along the berm will need to be addressed. Several overgrown bushes along walkways. Many trees were able to be rehabilitated by deep root feeding this Fall and adjusting drip system to allow for additional water. Voles along the berm have become an issue and needs addressed by Mountain Pest Control to ensure tree roots and drip system damage does not occur.
 - Snow Removal: Sanctuary Landscaping is contracted through April for snow removal along sidewalk and pavilion, as well as guest / auxiliary parking areas. His duties will also include weekly trash / dog station maintenance. Town of New Castle is responsible for roadways.
 - Financials: Management presented the Board with year-to-date financials.
 - Delinquencies: \$2484.40 (10 units)
 - Balances: \$10,514.42 (operating), \$20,268.75 (reserve), \$44,579 (CD).
 - Two budgets were presented to the Board via email – one continuing to keep dues at their current amount of \$120/quarter and one with an increase of \$140/quarter. A motion was made to approve the first budget with no dues increase scheduled for 2021.

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- Old Business
- New Business
Annual meeting is tentatively scheduled for February 2021.
- Owner Open Forum
Carol Pucak would like to recognize the Board of Directors for their dedication and volunteerism. She expressed concerns with parking. Owner overflow vehicles parking regularly parking in auxiliary parking spots, parking on the street / sidewalk.
- Adjournment
There being no further business to come before this meeting, it was motioned by Roger Proffitt to adjourn at 6:13 PM. Dan Becker seconded the motion. Meeting was adjourned.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals