

Christianna Condominium Owners Association

Monthly Board Meeting Minutes

12/30/24 beginning @ 5/30p

Location: Lakeside Community Room (3150 Lakeside Dr. #105, Grand Jct., CO 81506)

Present Board Members: Marj Eggers, Gordon Cheatum, Diana Nance, Troy Reynolds, Brandon Welch (Ella Grace Brown not present).

Owners: Allison Fishell, Brooke Sommerville, Sher Long

Management: Brent Britton & Stephanie Giyan (TopLine Management)

- I. Meeting called to order @ 5:30p by Marj Eggers
- II. Old Business
 - a. Financials-Stephanie gave a thorough update through November 30, 2024 on the Operating Account and through December 23, 2024 on the Reserve Account. The transaction list by vendor was discussed and no major expenditures were noted. Stephanie and Brent will discuss and monitor the Jack Walker Loan amount and offer the Board a new payment amount beginning January 2025. Balances in the accounts are as followed:
 - i. Reserve-\$91,740.77 (December 23, 2024)
 - ii. Operating-\$21,321.07 (November 30, 2024)
 - b. Financials approved: Motioned by Troy Reynolds, 2nd by Brandon Welch, all in favor, (0) Nays
- III. 2025 Budget was discussed and approved by the Board with the following changes:
 - a. Add snow removal to grounds \$2,000 to budget, take from Building Maintenance
 - b. Change Insurance amount to \$44,000 for the year (\$3,667 monthly)
 - c. Change Utility trash to \$5,700 for the year (\$475 monthly)
 - d. 2025 Budget Approved: Motioned by Brandon Welch, 2nd by Gordon Cheatum: all in favor, (0) Nays
- IV. November 25, 2024 Minutes were approved: Motioned by Brandon Welch, 2nd by Troy Reynolds: All in favor, (0) Nays
- V. Discussion on the time and location of the Annual meeting which is April 12, 2025 at 10:00a in the Lakeside Community room. All Board meetings will be the last Monday of each month at 530p in the Lakeside Community room except the meeting in May 2025, which will be held May 19, 2025 @ 530p in the Lakeside Community room.
- VI. Other discussion included:
 - a. 2025 Insurance costs and what we need to do before next year's renewal.
 - b. Soffit and deck repair will be looked at and one repair will be done at Christianna and another at Glenbrook or Willowwood to get an idea of costs per Soffit repair. Integrity Home Maintenance will do the repair and estimate.
 - c. Parking permits for owners/tenants-tabled
 - d. New Website-tabled
 - e. TopLine Management will create a new registration form for owners/tenants with an area asking owners/tenants on number pets owned; we need have any idea who has pets in the Association. New registration will be sent out with the Annual mailing in March 2025
 - f. TopLine Management contract from December 1, 2024 to December 31, 2,025 was approved by Board and signed by Marj Eggers, president.

Christianna Condominium Owners Association

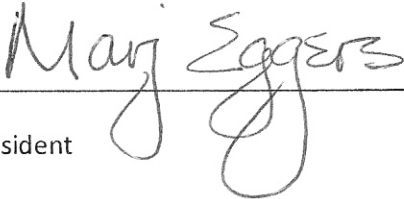
Monthly Board Meeting Minutes

12/30/24 beginning @ 5/30p

Location: Lakeside Community Room (3150 Lakeside Dr. #105, Grand Jct., CO 81506)

- g. Discussion on Diversity Mechanical bill dated 12/23/24 on work to be completed in Willowwood unit #108 starting the first part of January 2025. \$9,000 was approved by Board to send to Diversity and have a check dated December, 31, 2024.
- h. Troy Reynolds brought up a point to check the Pressure Relief Valves (PRV) on the boilers at Christianna to monitor that the valves were open and working properly. He mentioned that Lake View Terrace Association had heating issue's recently and tried to reach out to a few of the Plumbers they usually call but none were available. Troy was able to reach a friend at 2H Mechanical and he found that the PRV were shut closed and that is why they were having problems with heat. Gordon Cheatum commented "Doesn't Wayne Dennis handle the boilers at Terrace?" Troy's comment was "Not anymore". It was agreed by the board to have Dennis Enterprise check all the PRV's in the boiler rooms of each building at Christianna COA and make sure they are working properly and diagnose as a preventative measure.
- i. Meeting was adjourned at 6:55p

Next meeting is January 27,2025 at 5:30p in the Lakeside Community Room

A handwritten signature in cursive script that reads "Marj Eggers". The signature is written in dark ink and is positioned above a horizontal line.

Marj Eggers, President