



BOARD MEETING MINUTES

CRYSTAL VILLAGE TOWNHOME ASSOCIATION

October 22, 2025, at 1:00 p.m.
By Zoom

MINUTES (Draft – not approved)

- I. **Call to Order** Meeting called to order at 12:58 p.m. by Bob Johnson of Integrated Mountain Management (IMM).
- II. **Verification of Quorum** Quorum was verified as all Board members were present: Susan Korber, Cindy Maestas, and Fred Annes. Two owners were also present. Also present were Bob Johnson, Danielle Smith, and Lindsay Rosenfeld of Integrated Mountain Management (IMM).
- III. **Owner Forum (Owners wishing to address the Board)** A couple of members wanted to remind the Board of emails requesting a response.
- IV. **Approval of Board Meeting Minutes 8/18/25** Fred motioned to approve the meeting minutes with the amendment clarifying owner responsibility for gutter installation, Cindy seconded, all in favor.
- V. **Financial Review** As of the end of August 2025, the Operating Account was reported to have a balance of \$66,648.96 and Reserve Account has a balance of \$201,04.40. The Budget Comparison was reported as \$84,707.40 expense over income due to project work that included the document rewrite project and roof replacement project deposit under contract.
- VI. **Discussion and Action Items:**
 - i. **Insurance Audit** Bob explained that insurance premiums have consistently been increasing throughout Colorado and should be expected for the upcoming renewal. Insurance proposals are being solicited for the Board's review. The Board discussed the risk assessment from the current insurance provider.
 - ii. **Budget** The Board reviewed and discussed the 2026 Budget. The budget was approved as amended with an increase to the insurance expense, bringing the quarterly assessment rate to 787.50 per unit. Approval motioned by Fred, seconded by Cindy, and carried unanimously.
 - iii. **Agenda for Annual Meeting** The Board and members discussed topics to be included on the agenda for the Annual Meeting scheduled for 11/5/25.
- VII. **Additional Business** N/A
- VIII. **Executive Session (If Needed - Management and Board members only)** N/A
- IX. **Actions from Executive Session (if applicable)** N/A
- X. **Adjournment** Meeting adjourned at 1:52pm.