

Crystal Lake Town Home Association

Board of Director's Meeting

February 19, 2024

Website: www.cltha.com

Reminders of the Month:

1. Save the Date: Homeowners Annual meeting –
 - a. Place: Christus Victor Lutheran Church, 7510 Palomino Drive, Apple Valley.
 - b. Date: May 20th, 2024
 - c. Time: 6:30 p.m.
2. The association has placed salt barrels in 3 locations on Crystal Hills Drive for owners to use on their sidewalks and driveways. Owners should fill their own bucket and keep it in the garage. If the barrels are getting low, please email Gregg: greggm@netmanco.com

The Board of Directors meeting convened at 9:00 a.m. at the Network Management office on February 19th, 2024. Directors Bil Sutlief, Linda Torgerson, Mark Tilley, Terry O'Brien and Sheri Christenson were present along with Network Management Property Manager, Gregg McElroy.

Homeowner Input:

Homeowner questions and requests were reviewed and discussed:

There were minimal communications to Network management this past month however items of snow removal, winter salting, golf ball repair was addressed with homeowners.

Secretary's Report:

The minutes of the January 15th, 2024 meeting were approved.

Committee Reports:

1.

Financial Report:

The Financial Report of January 31, 2024 was approved. The Balance Sheet shows the following:

Assets: Operations and Roof Replacement Fund	\$	107,226		
Operations Contingency Fund		10,471.		
Receivables		<u>399.</u>	Total	\$118,096.
Replacement /Reserve Fund				<u>\$903,614.</u>

Total Assets	\$1,021,711.
Total Liabilities are \$103,762. of which \$100,147, are roof/gutter related.	<u>103,762.</u>
Total Assets Less Liabilities	\$917,948.

\$50,000 of the \$90,000 was moved into a CD to mature in January 2025. There are 2 CD's to mature in June of 2024 and September 2024.

Management Report:

1. Roof and Gutter Report: Again, every unit will need to have new chase caps installed at the base of the chimneys; this is a spring project. Gregg advises the materials have been received and installation will begin when weather allows. The work required is covered completely by the Association insurance policy. At the completion of this a final inspection will be done.
2. Splash guards for roof areas prone to heavy water fall remain on the to do list. Gregg is to provide a list of addresses that are affected to all homeowners so they might confirm they are included in the repair where needed.
3. Tree trimming is set to be done shortly and those having trees removed have been advised.

Old Business:

1. A "no parking" sign is in and should be installed when weather permits.
2. Painting, where needed, of garage and front doors has not been completed. Some units are done. More remain to be done and will be when weather permits. A list of those homes designated for work is to be done will be completed by Gregg during the spring walk through.
3. New directories: Gregg is to advise Terry of change requests received from home owners. Additionally, a Directory by address will be made available at the annual meeting for home owners in attendance to review and correct if needed.

New Business:

1. The suggestion to consider a change to the policy of one color for the exterior front doors was discussed. The Board is in favor of this change. A number of issues remain to be answered -- colors, how many colors, costs, repainting, maintenance and management issues. Further discussion was tabled till the next meeting (April), and to be ready to present at the Homeowners Annual Meeting.
2. A motion to add the replacement of outdoor lights to the list of Reserve items was passed. Gregg is to obtain the amount to include in the updated reserve listing due next month. Timing will then be added to the list as well.
3. The Annual Meeting will be held on May 20th at Christus Victor Lutheran Church at 7510 Palomino Drive in Apple Valley.

4. The Board has requested a return to the routine annual walk thru and its attendant check list of all the property issues to be taken care of. Gregg has said this will be done and the Board advised in advance of the timing.

Next Meeting: The next Board Meeting is set for 9 a.m. April 8th, 2024 at Network Management Offices. There will be no Board Meeting scheduled for March.

The meeting was adjourned at 10:45 a.m.

BOARD OF DIRECTORS:

President	Bil Sutlief	920-878-0777	sutlief@charter.net
Vice-President	Sheri Christenson	612-322-2273	sheri.christenson@gmail.com
Sec/Treas	Terry O'Brien	952-431-6340	tcobrien@charter.net
Member	Linda Torgerson	952-224-6338	lindatorgerson28@gmail.com
Member	Mark Tilley	612-385-5037	marktilley5@gmail.com

NETWORK MANAGEMENT

Gregg McElroy	612-808-8318	Greggm@netmanco.com
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