

Holliday House Property Owners Association  
1512 Grand Ave., Suite 109  
Glenwood Springs, CO 81601  
(970) 945-7266  
Board of Directors Meeting

Held at 1527 Blake Ave #301  
Glenwood Springs, CO 81601

December 4, 2018  
3:00 p.m.

PRESENT: Gabe Matherly– Board Member  
Zona Hays – Board Member  
John Sharpe – Board Member  
Joan McDonald – Board Member  
Justin Windholz – Crystal Property Management

A Board of Directors meeting for the Holliday House Property Owners Association was held at 1527 Blake Ave #304, Glenwood Springs, CO 81601. The meeting was called to order at 3:05 pm. A quorum of the Board was established.

#### Meeting Minutes

- The Board reviewed meeting minutes from the September 2018 Board meeting. A motion was made to approve the minutes. The motion was seconded and approved.

#### Financial Reports

- The Board reviewed and discussed the financial reports from November 2018. A motion was made to approve the reports. The motion was seconded and approved.
- The Board discussed the proposed 2019 budget. The proposal increases regular assessments 5%. A motion was made to approve the budget. The motion was seconded and approved. It will be mailed to all unit owners as part of the Annual Meeting announcement. January 2019 dues will reflect the increase.

#### Old Business

- Several capital projects were discussed including the timing of when they will be completed. It was agreed that the projects will be discussed at the Annual Meeting for input from the other owners as a special assessment may be needed to fund them.

#### New Business

- The Board discussed several maintenance projects including: cleaning out the gutters, repainting the post at the driveway, exterior lights that need replaced, salt buckets needed at the entrances, finding a better solution to secure the entry rugs so that they aren't used to prop open the doors.

- The Board discussed the Annual Meeting, which will be held on February 12, 2019 at 7pm at CPM offices. Both Zona Hays and Joan McDonald advised that they would not be serving on the Board in 2019. A letter will be included with the meeting packet advising owners that additional Board members are needed.

The next Board meeting was scheduled for January 15, 2019 at 3:00pm at 1527 Blake Ave #304. With no further business the meeting was adjourned at 4:05 pm.

Respectfully,

Justin Windholz