

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

November 9, 2017
5:00 p.m.

PRESENT: Gabe Matherly– Board Member
Zona Hays – Board Member
Mildred Brockway – 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 #301, Glenwood Springs, CO 81601. The meeting was called to order at 5:00 pm. A quorum of the Board was established.

Financial Reports

- The Board reviewed and discussed the financial reports from October 2017. A motion was made to approve the reports. The motion was seconded and approved.
- The Board discussed the proposed 2018 budget. The proposal keeps the regular assessments at their existing levels with no increase. The Board agreed to review the expenses at the next meeting to ensure that the budget is adequate.

Old Business

- The Board discussed the completed projects of 2017 including the boiler replacement, which was finished over the summer. Since the boiler has been installed and operational there has been a slight decrease in the gas bill for the building. However, it was noted that it's too early to draw conclusions about the possible long term cost savings the new boiler will provide.

New Business

- The Board discussed future capital projects and an updated reserve study prepared by Gabe Matherly. Several upcoming projects that are being reviewed are carpet replacement, fence replacement, shake shingle replacement, interior and exterior painting, and deck repairs. These projects will continue to be discussed over the next months.
- It was noted that the tree trimmers are scheduled to begin work at the property in the next weeks.

- There are several vehicles in the parking lot with no parking tags. Justin Windholz explained that towing vehicles has been difficult during the bridge construction project over the summer but that one car in particular is scheduled to be towed in the next week. New 2018 vehicle parking tags will be distributed in December.
- Justin Windholz noted that gutters at the property are scheduled to be cleaned in the next few weeks.
- Zona Hays requested that the landscaping contract be reviewed and additional bids be collected for the work. Crystal Property Management will help collect bids for the work.
- Gabe Matherly noted that several interior lights need to be replaced and that the work is scheduled to be completed in the next few weeks. There is also an exterior light pole that appears to have been damaged by a vehicle that will be repaired soon.
- Over the summer, there have been multiple times that the fire alarms have went off. Gabe Matherly explained that part of the reason they have gone off is because of the design mandated by the fire department. The fire department required that the detectors be placed near the kitchens and several instances of burnt food have set off the fire system. Phase II of the alarm system updates will be placing additional alarms in the bedrooms of the units.
- Zona Hays asked that the building directory be updated. Gabe Matherly agreed to coordinate the request.

The next Board meeting was scheduled for December 14, 2017 at 5:00pm at 1527 Blake Ave #301. With no further business the meeting was adjourned at 6:00 pm.

Respectfully,

Justin Windholz