

1512 Grand Ave., Suite 109  
Glenwood Springs, CO 81601  
(970) 945-7266

PRESENT: Tanis Petit #316 Jim Neu #200  
Michael Notch #300 Sabine and Gunther Kruse #312  
Karen Lee #125  
Justin Windholz – Crystal Property Management  
One proxy on file at property management office.

- 2017 Budget:
  - The 2017 budget was reviewed and discussed.
- Owner Concerns:
  - Several maintenance items were discussed including a hot water problem in #316, snow removal on the roofs, sprinkler inspection in #125.
  - The members discussed a bid provided to install additional heat tape at the building. After discussion it was agreed that the project will be looked in the future but that snow removal for the roofs would be done more frequently.
  - The Board discussed replacing the building access system. The existing system is not working properly and new access cards are unable to be found. The garage code will be changed as part of the access card replacement project. This will be discussed at future meetings.
  - The members discussed reviewing the reserve study that was done for the building at the next meeting to determine if an increase in monthly assessments is needed.

Respectfully,

Justin Windholz  
Crystal Property Management