



**Crystal Lakes Joint Associations**

Board of Director's Meeting  
March 17, 2018  
10:00 am. in the Wapiti Room

**I. Call to Order:**

The meeting was called to order on Saturday, March 17, 2018, at 10:08 a.m. in the Wapiti Room, 300 Tami Road, Red Feather Lakes, CO. The meeting was chaired by Jack Goodell.

CLWSA Directors Present:	President	Jack Goodell
	Vice President	Doug Ritter
	Treasurer	Kevin Schwindt
	Secretary	Kelly Close
	CLWSA Member at Large	Russ Baxley
CLRRA Directors Present:	President	Cheryl Poage
	Vice President	Bryon Fessler
	Treasurer	Andrew Burt
	Secretary	Steve Dirmeyer
	CLRRA Member at Large	Jim McConnell
Others Present:	Maria "Stella Anderson	C L Office Manager
	John Mcguire	C L Road & Facilities Supervisor

Property Owners Present: 4

**II. Approval of Agenda:**

***A motion was made by Russ Baxley and seconded by Andrew Burt to approve the Agenda. The motion was approved unanimously.***

**III. Property Owner Forum:**

Janet Stellema wanted to know more about the Associations decision to split. How does this benefit property owners? What are the ramifications?

**IV. Consent Agenda:**

Minutes from the February 17, 2018 meeting were reviewed and approved electronically prior to this meeting.

***A motion was made by Jim McConnell and seconded by Kelly Close to approve the Consent Agenda. The motion was approved unanimously.***

**V. Officer's Reports:**

Jack Goodell and Cheryl Poage reported the Transition Team met last weekend and members are continuing to work together on resolving items.

**VI. Manager's Reports:**

Jim McConnell reported on how hard the office staff, road crew and Boards were working.

Everyone has really stepped up. The entire Board agreed.

Doug Ritter reported W & S working on office area. W & S will also be conducting a radon test in the 11<sup>th</sup> filing and they are deciding on what system to use to meet compliance. Also working on estimates for improvements. Doug gave kudos to Jake for a job well done on the W & S building.

## VII. Unfinished Business:

- A. Attorney Status – Joint Properties: The Board discussed the \$1,500 limit suggested by the attorney and agreed that filing joint foreclosures should continue.

***A motion was made by Jim McConnell and seconded by Andrew Burt authorizing the R & R President to contact Attorney to write up agreement on joint foreclosures with 50/50 cost sharing. The motion was approved unanimously.***

***A motion was made by Russ Baxley and seconded by Kelly Close authorizing the R & R president to contact attorney to write up agreement on joint foreclosures with 50/50 cost sharing. The motion was approved unanimously.***

- B. 180 Ada Ct/07042 Clean Up: Cheryl Poage and Jack Goodell signed a contract with GENCO Construction for the cleanup. Contractor liability/insurance have been received, completion date June 30, 50% of cost to be paid within 10 days. County will honor current demolition permit and will inspect upon completion. Steve Dirmeyer is point of contact and will inspect for hazardous materials. Both associations have agreed to split the cleanup costs 50/50.
- C. CLVFD Liability Insurance/Agreements: Cheryl Poage and Andrew Burt met with Insurance Company. Insurance Rep recommends drafting an agreement. No clarification on participation of other agencies and ramifications for CL if any. Andrew Burt recommending meeting with Insurance Rep on an annual basis before renewal to identify what Association is responsible under different circumstances.
- D. Transition Items/Issues:  
Kelly Close reported on the Transition Team list,
- i. Jack Goodell address the tool inventory; Two generators large one to W & S. R & R will keep the Hotsy. One floor jack will go to W & S. Bryon Fessler explained tools purchased before last fiscal year were purchased by R & R, anything purchased after last fiscal year 50/50. John Mcguire and Jake Hofmann will work together on the sorting the rest of the tools.
  - ii. Bryon Fessler reported on CenturyLink Company; we asked to cut down from 8 to 4 lines then from 8 to 3, then terminate contract. To date no response has been received from CenturyLink. Kevin Schwindt recognizes all the time Bryon Fessler has devoted to this issue and proposes to pay the fees associated with early termination and exit. Cheryl Poage recommends sending a breach of service letter and terminate. All would like to avoid legalities.
  - iii. Kelly Close reported, W & S will seek their own POS, website, Newsletter and database software/systems. W & S will also seek their own Workman's Comp. Jack Goodell would like to see a credit given to W & S for prepaid policy.
  - iv. Kelly Close explored the sale of the Canon Copier by posting on Craigslist, no offers. Both Associations agreed on a buyout at the cost of \$4260.00.

***A motion was made Kelly Close and seconded by Russ Baxley authorizing the buyout of the Canon copier at the cost of \$4,260.00. The motion was approved unanimously.***

***A motion was made Jim McConnell and seconded by Bryon Fessler authorizing the buyout of the Canon copier at the cost of \$4,260.00. The motion was approved unanimously.***

- v. Both Association agreed equipment rental will only be in cases of emergency, commercial rates will apply and settle up will be dealt with after the fact.
- vi. UPS/FEDEX-Bryon Fessler recommended this issue be added to the April agenda for the joint board meeting and advertised to property owners. Subject will be included in next month's Newsletter. It was suggested to invite Reps from both companies to the next board meeting to meet with property owners. Packages delivered to the address of 300 Tami Rd will be refused by CL staff.
- vii. Newcomer orientation to be held on a quarterly basis and jointly. Cheryl Poage suggested no handouts to cut down on printing costs, all documentation available online. Boards would like to see it opened up like it has been in the past to the fire department, committees, Board members etc.
- viii. Jim McConnell recommended an FAQ to address transition issues for property owners. Bryon Fessler also recommended using the Annual mailing for larger exposure.
- ix. Cheryl Poage reported ADP is willing to provide W-2's for the entire year if need be. Boards would like to see CoAdvantage issue W-2's for their timeframe (January to May 2018) and ADP for their timeframe (May to December 2018). Cheryl Poage will further investigate. W & S has not decided on a payroll company as of yet.
- x. New 2019 materials, different stickers will be used for trailers/boats. Will contain the word boat or trailer above 2019. OHV sticker will remain the same, only 2019.
- xi. Sirens, Bryon Fessler recommended tabling this item for next month so that more research can be done.
- xii. Records. Boards approved Bryon Fessler's proposal to tackle separating the electronic and paper records. Plan includes appointing someone from each Board to oversee that Association's records; soliciting volunteers to help via the View and activating one or two part-time joint Office staff to assist with the effort. Both Boards agreed to split the cost of the joint Office staff with respect to this project. Bryon Fessler, Steve Dirmeyer and Jim McConnell have volunteered.

- I. **New Business:** No items for discussion
- II. **Reports and Correspondence:** No items for discussion.
- III. **Executive Session:** Not necessary
- IV. **Adjournment:**

***A JOINT motion was made by Andrew Burt and seconded by Russ Baxley to adjourn the Board meeting at 11:55 a.m. The motion was approved unanimously.***

*The next regularly scheduled meeting of the Joint Boards is Saturday, April 21, 2018 at 10:00 a.m. in the Wapiti Room.*

*(All Boards meet on the 3<sup>rd</sup> Saturday of the month)*