

**CRIPPLE CREEK MOUNTAIN ESTATES PROPERTY OWNERS' ASSOCIATION
MEETING MINUTES**

Saturday, November 14, 2020 at 9:30 A.M.

I) CALL TO ORDER & RULES OF CONDUCT

A) ROLL CALL OF DIRECTORS

The meeting was called to order at 9:34 a.m.

Board Members present: Bob Wooley, Ray Zittlosen, and Jim Butler. Jim Noble and Paul Schaiberger are absent and excused.

Rudy Thompson of Dorman Association Management Company was also absent and excused.

B) Quorum

A quorum of the Board was present.

C) Approval of October 2020 Meeting Minutes

Regarding the approval of a Conex for 22-020, the board would like a condition added to the minutes, requiring the Conex to be removed as soon as the owners receive their CO.

A motion was made by Ray Zittlosen, seconded by Jim Butler, to approve the October Meeting Minutes with the above amendment. **The motion was passed by the Board Members, with two abstentions.**

II) BOARD OF DIRECTORS REPORT – PRESIDENT – JIM NOBLE

Bob Wooley will speak in Jim Noble's absence.

A) Executive Session Report of November 2020

Board Members present were Bob Wooley, Ray Zittlosen and Jim Butler. Invited in was Mark Richwine.

The CCMEPOA By-laws allow the Board to expand by up to 2 members. The Board added Mark Richwine to the Board of Directors. He volunteered to take the position until July 2021, at which time the position would be open to a vote by all property owners.

The Board has chosen to remove Jim Noble from the position of President, making him a Board Member at Large.

Bob Wooley will assume the position of President, and Mark Richwine will become Vice President/ACC Chairman.

Assignment of positions within the Board is strictly the decision of the Board Members, and all the above changes were approved by all Board Members present.

III) FINANCIAL REPORT – TREASURER – RAY ZITTLOSEN

A) Approval of October 2020 Financial Statements

See attached

A motion was made by Ray Zittlosen, seconded by Bob Wooley, to approve the October financial statements. **The motion was passed by the Board Members, with two abstentions.**

B) Approval of 2021 Budget

A motion was made by Mark Richwine, seconded by Ray Zittlosen, to approve the 2021 Budget. **The motion was passed by the Board Members, with a proxy vote from Jim Noble and one abstention.**

C) To avoid late fees and interest charges, we will begin to pay the Community Banks of Colorado credit card bill online, with funds from the CCMEPOA checking account at the Cripple Creek branch of Community Banks of Colorado.

D) Mark Richwine reiterated that the approval of a single Board Member is all that is necessary to authorize an emergency expense of less than \$500.

IV) OPERATIONS REPORT – KRIS SNARE

A) Time change for the December Board Meeting

The time has been changed to 9:30am.

Due to the increased restrictions imposed by the County Health Department, the December meeting may have to be conducted virtually via Zoom. Mark Richwine asked for approval to purchase a CCMEPOA Zoom account at the cost of approximately \$100-\$150 per year. A motion was made by Mark Richwine, seconded by Bob Wooley, to approve the purchase of a Zoom account. **The motion was passed by the Board Members, with two abstentions.**

B) Reminder that there will be no Christmas Party this year due to COVID-19.

V) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT – MARK RICHWINE

A) ACC Submissions

06-067	Culmer	New Home	377 Golden Cycle Cir.	Pending
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B) Variance Requests

01-029A	Macomber	septic w/o house plans	589 Portland Dr.	Pending
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C) Complaints/Covenant Violations

06-001	Trash spread all over	Campers-John G. will pick up the trash
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VI) MAINTENANCE REPORT – VICE PRESIDENT – BOB WOOLEY

A) Pool Roof-update

The roof is completed. We opted to get new, reinforced gutters. The perimeter beams were also replaced. Waiting on ceiling until the electric is done. Cannot do electric without an engineer's stamp. Dean McSwain will do a preliminary inspection. John G has been making repairs to the interior walls.

B) Pool room air conditioning-update.

Jim Butler is looking in-depth at the 3 choices we have.

C) It was decided that we will not replaster the pool at this time. We will get an assessment from Arrowhead about doing some cosmetic repairs.

D) Trash Facility-update

Attached is a quote from Teller County Waste. To increase the capacity of the trash service, our choices are, expanding the garage to make room for 1 more 3-yard dumpster, or bringing in a compactor. The compactor would be more expensive and would require a fence around it. It would be more cost effective to expand the garage and add a dumpster. Extending the garage may also have the added benefit of the door opener working better.

E) Jonathan Noble turned in his resignation on October 26, 2020

VII) COMMON GROUNDS & SECURITY REPORT – JIM BUTLER

A) A heater was installed in the new cistern, and a light added to the meter pit.

B) Kubota will be coming to take the tractor on November 17, 2020, to install the backhoe.

C) There was discussion about purchasing a snow blower vs. buying a cab for the Kubota. A snow blower is not a practical choice for the size of the parking lot. A motion was made by Bob Wooley, seconded by Ray Zittlosen, to approve the purchase of a cab for the Kubota, not to exceed \$2000. **The motion was passed by the Board Members, with two abstentions.**

VIII) MEMBERSHIP & AMENITIES REPORT – PRESIDENT – BOB WOOLEY/RAY ZITTLOSEN

A) During the good weather expected in the next week, we will try to get the T-boxes installed.

IX) COMMUNICATIONS – SECRETARY

A) Altitude Community Law Newsletter.
See attached.

X) OLD BUSINESS

A) Employee Handbook-update
On hold for now

XI) NEW BUSINESS

A) A motion was made by Bob Wooley, seconded by Ray Zittleson, to approve the purchase of 8 to 10 lights for the pool ceiling, as determined by the electrician and engineer, up to \$1250.
The motion was passed by the Board Members, with two abstention

XII) PUBLIC COMMENT (3 Minute Time Limit)

There were no public comments

XIII) ADJOURN

The meeting was adjourned at 10:16 am.

Respectfully submitted this _____ day of _____, 2020

Kristine Snare, Director-Operations and Member Services, Office Liaison

Reviewed and approved this _____ day of _____, 2020

by Proxy, Bob Wooley, Board President

