

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

**Saturday, September 12, 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 9:35 a.m.

Board Members present: Jim Noble, Bob Wooley, Ray Zittlosen, Jim Butler and Paul Schaiberger  
Rudy Thompson of Dorman Association Management Company was present.

**B) Quorum**

A quorum of the Board was present.

**C) Approval of August 2020 Meeting Minutes**

An amendment needs to be made to the August 2020 Meeting Minutes. The word 'Annual' in the title needs to be removed.

A motion was made by Bob W., seconded by Jim Noble, to approve the August Meeting Minutes as amended. **The motion was passed by the Board Members.**

**II) BOARD OF DIRECTORS REPORT – PRESIDENT – JIM NOBLE**

**A) Executive Session Report of September 2020**

Topics discussed were ongoing projects, the placement of the cistern on the 17<sup>th</sup>, and getting financial information to Dorman on a weekly basis.

**B) Covenant Review Committee**

Bob W. and Paul S. are looking for volunteers to help with reviewing and changing the covenants. They would like to start in October, reviewing a section at a time.

**III) FINANCIAL REPORT – TREASURER – RAY ZITTOSEN**

**A) Approval of August 2020 Financial Statements**

See attached

A motion was made by Bob W., seconded by Ray Z., to approve the August financial statement.

**The motion was passed by the Board Members.**

**B) Schedule for 2021 budget process.**

There will be a work session after the Board meeting in October. John G. and Jon N. will need to have their requests for next year's projects/repairs ready for the work session.

**C) Amortization Table for Kubota Tractor**

See attached

**IV) OPERATIONS REPORT – KRIS SNARE**

**A) Liens have been filed. Tammy processed a total of 150.**

There was discussion about possibly raising the lien fee. Is it possible to file them electronically?

We will add this topic to the agenda for the October Board meeting.

**V) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT - BOB WOOLEY**

**A) ACC Submissions**

23-135	McCleary	Re-roof	54 Troy Drive	Approved
19/3-059	Chisholm-Schnoe	Tuff Shed	1783 Yorktown Road	Approved
17-082	Barns	Fire Mitigation	276 Princess Road	Approved
16-002A	Ryder	Landscaping	43 Red Cloud Circle	Approved
22-020	Beltz	Siding & New Roof	2293 Angas Drive	Approved



**X) OLD BUSINESS**

A) Employee Handbook

Jim has a copy and will send it out to the board for edits/inputs

**XI) NEW BUSINESS**

A) Bob W. knows someone who has offered to create a map for the disc golf course.

B) If we were ever to hold tournaments here for the disc golf course, waivers may be needed at that time. For now, we are covered by our insurance for all amenities.

**XII) PUBLIC COMMENT (3 Minute Time Limit)**

There were no public comments

**XIII) ADJOURN**

The meeting was adjourned at 11:25 am.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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

Reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Via proxy Bob Wooley, Board President