

Castle Valley Ranch Townhomes Association

The Annual Ownership meeting for Castle Valley Ranch Townhomes Association was held on **December 9th, 2023, at 8 AM via ZOOM.**

1. Roll Call
 - a. Verification of Proxies and Members Present
 - i. Members Present: Justin Kochevar, Ginger Woznicki/Ken Namowiz, Keely Eberly, Mica Selby, Zach Haberler, Karen Frye, Myrna Candreia, Renee Miller, Jean Huysler, Jeff Vroom.
 - ii. Members Present by Proxy: Judy Kohl, Linda Fender, Gary/Kathryn Peffer.
2. Call to Order
 - a. The meeting was called to order at 8:05 AM by Laura Brown.
3. Approval Action Items:
 - a. A motion was made by Karen Frye to approve the meeting minutes from the March 2nd, 2022, Annual Ownership Meeting. Seconded by Myrna Candreia. No discussion. Passed unanimously.
4. Board of Directors Election
 - a. Current Board members have confirmed their candidacy for the upcoming year. With no additional candidates to come forward, motions were made as follows:
 - i. Karen Frye made a motion to elect **Myrna Candreia** to the Board of Directors. Seconded by Ginger Woznicki. No further discussion. Passed unanimously.
 - ii. Karen Frye made a motion to elect **Jeff Vroom** to the Board of Directors. Seconded by Myrna Candreia. No further discussion. Passed unanimously.
 - iii. Jeff Vroom made a motion to elect **Karen Frye** to the Board of Directors. Seconded by Myrna Candreia. No further discussion. Passed unanimously.
 - iv. Myrna Candreia made a motion to elect **Renee Miller** to the Board of Directors. Seconded by Karen Frye. No further discussion. Passed unanimously.
 - b. The next Board meeting is scheduled for **1/19/2024** to appoint Board members to positions and finalize a 2024 meeting schedule.
5. Management Report
 - a. Financial Review
 - i. Management provided Board members with current financials, including a balance sheet and delinquency report as of 9.30.23.
 1. Operating = \$16,006.45
 2. Reserve = \$53,342.49
 3. Delinquency = \$8,705 (10 Owners)
 - ii. Management included the Board approved budget in the meeting packet that was mailed and emailed to owners in advance. No discussion.
 1. A motion was made by Karen Frye to ratify the budget as presented. Seconded by Renee Miller. No further discussion. Passed unanimously.

6. Old Business
7. New Business
 - a. Karen Frye would like to see management address the drainage to ensure that the irrigation system is operating at a minimum this season. Myrna is willing to reach out to Paul with the Town of New Castle to confirm the approved drainage plans.
 - b. Karen completed her fence replacement out of pocket and provided members with an estimate for replacement, which is about \$5k. This gives the Association a rough number to work with in anticipation of necessary fence replacement this year. Jeff would like to see a “metered approach” by the Association, in order to complete the entire fence replacement, rather than have a special assessment to all owners.
8. Motion to Adjourn
 - a. There being no further business to come before the Board, Karen Frye made a motion to adjourn the meeting at 8:47 AM. Seconded by Jeff Vroom. No further discussion. Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals