



Castle Ridge Homeowners Association

A meeting of the Board of Directors for Castle Ridge Homeowners' Association was held via ZOOM on **October 2nd, 2024, at 5:30 PM.**

1. Call to Order - The meeting was called to order at 5:31 PM by Laura Brown.
2. Roll Call and Verification of Quorum
 - a. Roger Proffitt (Absent)
 - b. Brian McLaughlin (Present)
 - c. Christine Schriock (Present)Quorum - With 2/3 board members present, a quorum was established.
3. Approval Action Items
 - a. Meeting minutes of the Board of Directors meeting held on **4.11.24** were presented to the Board via email prior to the start of the meeting for review.
 - i. A motion was made by Brian to approve the minutes as written. Seconded by Christine. No further discussion. Passed unanimously.
4. Board of Directors Update
 - a. Management provided the Board members with Q3/Q4 Board education, including a legislative summary, BOIR filing requirements for the Corporate Transparency Act (2024), and the updated Collections Policy for review.
 - i. A motion was made by Brian to approve the updated Collections Policy in accordance with CCIOA and the State of Colorado. Seconded by Christine. No further discussion. Passed unanimously.
5. Management Update
 - a. 2024 Year-to-Date Financials (as of 9.30.24) were presented to the Board, including a balance sheet, income statement, and homeowner delinquency.
 - i. Current Account Balance - \$18,419.72 (Operating), \$1639.00 (Reserve), and \$30,000 in a CD with Edward Jones.
 - ii. Current Delinquencies: \$478.73 (1 Owner)
 - b. The next Board meeting is tentatively scheduled for January 2025, with the Annual meeting (per the Bylaws) to be scheduled in February.
6. Old Business
 - a. None were presented this time.
7. New Business
 - a. Board members discussed the need to inform owners of necessary stucco repairs and management offered to send out an email to owners with recommendations for local stucco contractors, as well as gutter cleaning/maintenance companies.
 - b. Management is currently seeking an estimate from Daly for two backflow enclosures to secure the two backflows.
8. Community Comment
 - a. None were presented this time.
9. Adjournment
 - a. There being no further business to come before this meeting, it was motioned by Brian to adjourn at 5:55 PM. Christine seconded the motion. No discussion. Passed unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals

Property Professionals HOA Management
1430 Railroad Ave, Suite A
Rifle, CO 81650
970.625.2255

APPROVED: 1.7.24

BOD Meeting: 10.2.24