



# CRIMSON RIDGE

Board Meeting Minutes

FEBRUARY 26TH, 2024

Online

**Call to Order:** Margo called the meeting to order at 6:32pm.

**Board Members Present:** John Redel, Margo Grafe, Chris Warrington

**Others Present:** Tom Hill (Matik Management), Sharon Bendel, Laura Sutherland, Verna Simon, Chris Benham

## **I. Financials**

1. Balance of Assets: \$430,778

2. Budget Comparison

**A.** The Board reviewed the budget comparison for the month of January. All line items were within expectation, with the association ending the month under budget by \$567.

## **II. Open Projects Grounds Projects**

1. Shutters

**A.** We should have the start date of the shutter replacement soon.

2. Grounds Committee

**A.** Additional questions were answered by Sargent's, including concerns of overcrowding.

**B.** The Grounds Committee provided suggestions to the Board, and discussion ensued.

**C.** The Board requested a more detailed itemization of the quote from Sargent's.

**D.** Chris made a motion to approve the quote from Sargent's, pending review of the itemized detail of the quote. John provided a 2<sup>nd</sup>, and the motion passed by unanimous approval.

3. Windows

**A.** The Board discussed how to address window issues, specifically pertaining to condensation between panes when the seal breaks.

**B.** The cost savings on replacing the glass and seal is more than 50% over replacement of the entire window structure. As the frame of

the windows is still in operable condition, there does not appear to be a reason to replace the entire unit.

- C. After discussion, the Board decided to proceed with glass replacement when seal breaks are reported.
- D. The Board also discussed some reports of air leakage around the outside of the window frame. This is addressed by pulling off the window casement and caulking around the frame. Please submit a maintenance request through the website, or by emailing Matik, if you are experiencing a similar problem.

### III. Administration

#### 1. Responsibility Matrix

- A. The Board reviewed the proposed document example over the past weeks. After that review, the Board discussed simplifying it to a broader, one page version.
- B. Further edits will be made and considered by the Board.

### IV. Open Forum: None

V. **Next Meeting:** The meeting date will be the 2<sup>nd</sup> Monday of each month, at 6:30pm, online.

VI. **Adjournment:** With nothing left to discuss, the meeting was adjourned at 7:58pm.