

**Eagle River Commercial Center Association**  
**Board Meeting Minutes**  
**December 5, 2024**

A meeting of the executive board of directors for the Eagle River Commercial Center Association was held on Thursday, December 5, 2024, at the hour of 4:00 PM in the office of the managing agent – Walter Realty Group, 105 Edwards Village Blvd., C208, Edwards, CO 81632 and via ZOOM videoconference and telecommunications.

**Attendance:** Dan Lambert, Steve Mock, Hugh Schmidt, JD Werkmeister, Shane Dickman, Bobby Warner and Johnny Cross.

**Others in Attendance:** David Zippie – CPA and Michael Walter – Managing Agent

**Minutes of November 14, 2024, Board Meeting:** Hugh Schmidt made the motion to waive the reading of the Minutes of the 11/14/2024 board meeting and approve the Minutes as presented. Dan Lambert seconded the motion and with a vote taken, the Minutes of the Board Meeting held November 14, 2024, were approved with no dissenting vote cast.

**Financial Review:** Dave Zippie – CPA reviewed the financial statements for the year-to-date ending October 31, 2024. Dave reported the association was under budget and expected a small yearend surplus. Dave noted that with the reduction in the insurance premium saved the association approximately \$50,000 and funded the construction of the fire walls in building 300 and other repairs.

**2025 Budget:** Dave Zippie – CPA presented the 2025 budget unchanged from the 2024 budget with no increase.

**Adoption of Amendments to Governing Policies:** To supplement the existing policy to meet statutory requirements regarding Collection of Assessments.

- 1) Addendum to Amended and Restated Policy Regarding Collection of Assessments
- 2) Notice of Delinquency
- 3) Assessment Payment Agreement
- 4) Conduct of Meeting Policy

Hugh Schmidt made the motion to adopt the Amended and Restated Policies. Steve Mock seconded the motion to adopt the policies and with a vote taken the motion to adopt the Addendum to Amended and Restated Policy for the Collection of Assessments, Notice of Delinquency, Assessment Payment Agreement and Conduct of Meeting Policy.

**Legal Matters Regarding the Installation of Fire Walls – Red Tagged Units 302-304:** Michael Walter read a letter dated 12-05-2024 from the association legal counsel – Kerry Wallace addressed to the Town of Gypsums attorneys regarding a “Request for Waiver” of the

Town building code requirement to install fire separation walls on the exterior of units 302, 303 and 304.

Dan Lambert brought up a couple of issues in Kerry’s letter that could be misconstrued or stated inaccurately which he would like to have Kerry amend before sending it to the Town attorneys. With Dan’s concerns addressed, Dan Lambert made the motion to approve Kerry Wallace’s letter to the Town of Gypsum seeking a “Request for Waiver” of the Town Code requirement. Johnny Cross seconded the motion to approve the action taken by Kerry Wallace seeking the waiver. With a vote taken, the motion to approve of Kerry Wallace sending the “Request for Waiver” letter was approved with no dissenting vote cast.

**Election of Board Members:** The terms of Shane Dickman and Bobby Warner terminate at the 2024 annual meeting. Nominees to be named in the Proxy Statements & Election Ballot include:

- Johnny Cross nominated Austin Thomas
- Dan Lambert nominated Greg Kass
- Shane Dickman nominated Bobby Warner
- Bobby Warner nominated Shane Dickman

**Date for the Annual Meeting:** January 7, 2025, at 4:00 P.M.  
Other Business: No other business presented.

**Adjournment:** With no other business presented, Dan Lambert made the motion to adjourn. Hugh Schmidt seconded the motion to adjourn and with a vote taken, the December 5, 2024, board of directors meeting was adjourned.

APPROVAL \_\_\_\_\_