



COMMUNITY FUND ASSOCIATION  
300 Tami Road, Red Feather Lakes.

BOARD MEETING, TUESDAY, NOVEMBER 6, 2010

CALL TO ORDER: President Don St. John called the meeting to order at 10:06am.

ATTENDANCE: Grace Zach, Helen Norton, Helen Koller, Ray Williams, Don St. John, and Winnie Hanson. Excused absence: Jack Hunter. Absent: Peggy Howard.

AGENDA: One item added to agenda rolling rack for chairs. (Name) made a motion to approve the agenda as amended. (Name) seconded. The motion carried unanimously.

APPROVAL OF MINUTES: The minutes from the June 1, 2010 meeting were reviewed. Helen Norton made a motion to approve the minutes. Helen Koller seconded the motion. The motion carried unanimously.

PRESIDENT'S REPORT: None

TREASURER'S REPORT: Ray Williams reviewed the Treasurer's Report dated November 6, 2010. Ray reported that the financial advisers with Soloman Smith Barney have changed affiliation to Wells Fargo Advisers. CLCFA has a CD with Soloman Smith-Barney (about \$3,800). Does the Board want to move the CD? Consensus from the Board is to leave it with Smith-Barney. Helen Norton made a motion to approve the Treasurer's Report. Helen Koller seconded the motion. The motion carried unanimously.

OLD BUSINESS:

1. Update on Memory Park. Ray stated the second column will be complete with the placement of one more plaque. There were four new plaques place this year.
2. Jeanette Williams reported that Kathy Dillon-Durica asked permission to refer to the Neighbor-to-Neighbor letter in the Greenbelt Committee Wapiti Bugle article. The Board unanimously agreed.

3. Ray Williams displayed the two stained CLCFA Projects wood signs that Harold Alexander made. A portable stand will need to be created. Board members were asked to consider options to temporarily display the signs at a project site.

4. Update on "The Roads of Crystal Lakes" books. Grace will check on a publisher and printing costs. Don will write an article for the next Wapiti Bugle and request donations to help pay the cost for printing. Helen Koller moved to request Bryon Fessler to help design the cover and to select a picture for the new "Roads of Crystal Lakes". Helen Norton seconded. The motion carried unanimously.

#### NEW BUSINESS:

1. Roy Griffin suggested the CLCFA consider a horseshoe pit. The Board will need to check with CLW&SA for permission to use an area at the base of the dam. There also was a suggestion to use an area behind the restaurant (this will also be in CLCFA President's article). The board needs to check on membership interest and the potential cost.

2. Ray stated the restaurant freezer went done several times this summer and at least once with food lost. The CLR&RA does not have funds to buy a new one. Ray moved the Board allocate up to \$2500 for the restaurant to purchase a new freezer. Grace seconded. After discussion, The motion carried unanimously.

3. A suggestion was made to have the CLCFA look at playground equipment for kids. After discussion, the Board decided not to move forward on this project.

4. A suggestion was made to install cement pads for the picnic tables at Lakeside Park. After discussion, an ad-hoc committee was formed to tour Lakeside Park, study the landscape, and make suggestions. Helen K, Helen N, Winnie and Jeanette will bring suggestions back to the Board. Jeanette will be chairperson.

5. A suggestion was made to purchase rolling racks for the chairs in the Wapiti Room. After discussion, Grace moved to investigate the size options and the potential cost. Jody will investigate what the Associations might need. Ray seconded. The motion carried unanimously.

6.. The Board discussed options to dispose of the piano in the Wapiti Room. An article will be placed in the Wapiti Bugle to see if anyone wants the piano.

7. Grace will create a schedule for her job as liaison for CLCFA to inform people about our organization.

NEXT MEETING:

Our next meeting will be Saturday, February 12, 2011 at 10am.

ADJOURNMENT: Winnie made the motion to adjourn the meeting at 11:42am. Ray seconded. The motion passed unanimously.

Respectfully submitted,  
Ray Williams, Secretary-Treasurer



COMMUNITY FUND ASSOCIATION  
300 Tami Road, Red Feather Lakes.

BOARD MEETING, SUNDAY, July 18, 2010

CALL TO ORDER: President Don St. John called the meeting to order at 4:17pm.

ATTENDANCE: Grace Zach, Helen Norton, Helen Koller, Winnie Hanson, Ray Williams and Don St. John. Excused Absence: Peggy Howard, and Jack Hunter.  
Guest: Jeanette Williams

AGENDA: Agenda will include election of Board officers.

APPROVAL OF MINUTES: The minutes from the June 1, 2010 meeting were reviewed. Grace Zach made a motion to approve the minutes. Helen Norton seconded the motion. The motion carried unanimously.

PRESIDENT'S REPORT: No report.

SECRETARY/TREASURER'S REPORT: Ray Williams gave Treasurer's report at Annual meeting.

NEW BUSINESS:

1. Ray moved to have the CLCFA Officer structure remain the same for the upcoming year. Seconded by Grace. The motion carried unanimously.

NEXT MEETING:

Our next meeting will be Saturday, November 6, 2010 at 10:00am.

ADJOURNMENT: Helen N made the motion to adjourn the meeting at 4:46pm. Ray seconded. The motion passed unanimously.

Respectfully submitted,  
Ray Williams, Secretary-Treasurer



COMMUNITY FUND ASSOCIATION  
300 Tami Road, Red Feather Lakes, CO 80545

BOARD MEETING, TUESDAY, JUNE 1, 2010

CALL TO ORDER: President Don St. John called the meeting to order at 1:15pm.

ATTENDANCE: Grace Zach, Helen Norton, Helen Koller, Ray Williams, Don St. John, Winnie Hanson and Jack Hunter. Excused absence: Peggy Howard.

AGENDA: Two items added to agenda. Helen Norton made a motion to approve the agenda as amended. Jack Hunter seconded. The motion carried unanimously.

APPROVAL OF MINUTES: The minutes from the November 14, 2009 meeting were reviewed. Helen Koller made a motion to approve the minutes. Helen Norton seconded the motion. The motion carried unanimously.

PRESIDENT'S REPORT: None

TREASURER'S REPORT: Ray Williams reviewed the Treasurer's Report dated June 1, 2010. Jack made a motion to approve the Treasurer's Report. Helen Norton seconded the motion. The motion carried unanimously.

OLD BUSINESS:

1. Update on Memory Park. Ray stated there are two plaques being engraved and one more to be requested. They will be put on the wall as soon as the weather breaks.
2. Jeanette Williams was not at meeting. Ray reported that Peggy Reffel has the letter in the office should anyone want to use the CLCFA "Neighbor-to-Neighbor" Letter.
3. Ray Williams apologized that the two CLCFA Projects wood signs that Harold Alexander made have not been stained. He will complete soon and a portable stand will be attached.
4. Update on Road of Crystal Lakes Books. Ray will check on number of books left. Discussion on new books to be printed.

NEW BUSINESS:

1. The Board decided to have the membership drive at the CLR&RA Annual Meeting June 12, 2010 at 1pm and at Breakfast at the Lake Sunday June 13, 2010 at 9am to 11am. Jack will update and distribute Kay Hunter's "Did You Know" sheet.
2. The Crystal Lakes Community Fund Association Annual Meeting will be Sunday July 18, 2010 at 3:00 pm.
3. Don St John will write an article for the Wapiti Bugle.
4. Upcoming Election. Terms up this year are: Grace Zach, Helen Norton, and Don St John. All are willing to serve another term. The Board still needs one more person for a full Board of nine (9).
5. Labor Day Weekend Bake Sale. The CLCFA will have their annual Bake Sale Sunday September 5, 2010 9am to 3pm. Baked good will be accepted Saturday September 4 between 5pm and 7pm and Sunday at 8:30am.
- 6.. The Board discussed projects which included improving the steps to the Crystal Lakes flagpoles and a gazebo or a like structure near Lakeside Park. The suggestion was to enclose the sides for possible winter storage. Jack stated that if the structure is no larger than 10' X 10', it may not be necessary to obtain a building permit.

NEXT MEETING:

Our next meeting will be Sunday, July 18, 2010 immediately following the Annual Meeting. at the Wapiti Room. Board officers will be elected.

Note from Secretary: Crystal Lakes Community Fund Association Directors Terms of Office are:

2010	Don St John, Grace Zach, and Helen Norton
2011	Jack Hunter and Ray Williams
2012	Peggy Howard, Winnie Hanson, and Helen Koller

ADJOURNMENT: Jack Hunter made the motion to adjourn the meeting at 2:40 pm. Helen Koller seconded. The motion passed unanimously.

Respectfully submitted,  
Ray Williams, Secretary-Treasurer



COMMUNITY FUND ASSOCIATION  
300 Tami Road, Red Feather Lakes, CO 80545

BOARD MEETING, SATURDAY, NOVEMBER 14, 2009

CALL TO ORDER: President Don St. John called the meeting to order at 10:10am.

ATTENDANCE: Grace Zach, Helen Norton, Helen Koller, Winnie Hanson, and Don St. John. Excused Absence: Ray Williams, Peggy Howard, and Jack Hunter.

AGENDA: One item added to agenda. Motion made to approve the agenda as amended and seconded. The motion carried unanimously.

APPROVAL OF MINUTES: The minutes from the July 25, 2009 meeting were reviewed. Helen Norton made a motion to approve the minutes. Grace Zach seconded the motion. The motion carried unanimously.

PRESIDENT'S REPORT: Reminder that the CLCFA will meeting with CLR&RA Board on Friday, November 20, 2009 at 7pm. Reminder to update the CLCFA Membership List for Board members.

SECRETARY/TREASURER'S REPORT: Ray Williams sent a written Treasurer's Report. Helen Norton made a motion to approve the Treasurer's Report. Winnie Hanson seconded the motion. The motion carried unanimously.

#### NEW BUSINESS:

1. Status of "Neighbor to Neighbor" Letter Campaign. Peggy Reffel has the letter in the office should anyone want to use the CLCFA "Neighbor-to-Neighbor" Letter. Winnie Hanson sent several to property owners at her expense.
2. Status of CLCFA Projects Signs. The two CLCFA Projects wood signs that Harold Alexander made will be stained and a portable stand will be attached.
3. Update on Road of Crystal Lakes Books. There are thirteen books left. Updated books ready for printing per Grace. Discussion on cost to print new books. The book includes the new names for the roads renamed by Larimer County.

4. Status of American Flag Arm Patches for CLVFD. Patches were purchased by Ray Williams and provided to the Fire Department. Ray was reimbursed by CLCFA.

5. CLR&RA meeting with the CLCFA, CLW&SA, CLFPD, and CLVFD will be Friday November 20, 2010 at 7:00pm to discuss the possibility of a new Community Building. Board members are encouraged to attend.

6. Grace Zach made a motion to have the CLCFA support the project on how funds can be raised and how a Community Building could be built. Helen Norton seconded. Discussion: Perhaps money options could include grants, stimulus money, pledges, and combined efforts with the CLR&RA and CLFPD. The motion carried unanimously.

#### OLD BUSINESS:

1. Status of Memory Park - Ray Williams absent, no report.

2. Labor Day Weekend Membership Drive & Bake Sale. The CLCFA earned \$450.00 at the 2009 Bake Sale. It was suggested that diabetic items be included in next year's sales.

3. Status and location of Boy Scout installed benches. They have been delivered and paid for, but not sure where they are located. Four benches were installed.

4. Discussion about CLCFA Poster Board area at the entrance to the restaurant. It could be used for news and information about the association.

#### NEXT MEETING:

Our next meeting will be Saturday, March 13, 2010 at 10:00am.

ADJOURNMENT: Helen Koller made the motion to adjourn the meeting at 11:00am. Winnie Hanson seconded. The motion passed unanimously.

Respectfully submitted,  
Helen Koller  
For Ray Williams, Secretary-Treasurer



COMMUNITY FUND ASSOCIATION  
300 Tami Road, Red Feather Lakes, CO 80545.

BOARD MEETING, SATURDAY, JULY 25, 2009

CALL TO ORDER: President Don St. John called the meeting to order at 12:15pm.

ATTENDANCE: Grace Zach, Helen Norton, Helen Koller, Ray Williams, Don St. John and Jack Hunter. Excused absence: Winnie Hanson and Peggy Howard.

Guests: Jeanette Williams and Jody Sandquist, Manager.

AGENDA: An informal agenda was discussed and approved. The Board will discuss and approve the Neighbor-To-Neighbor Letter Campaign process and will elect Board Officers for 2009-2010.

APPROVAL OF MINUTES: The minutes from the June 14, 2009 meeting were reviewed. Jack Hunter made a motion to approve the minutes. Ray Williams seconded the motion. The motion carried unanimously.

TREASURER'S REPORT: Gave report previously at the annual meeting. .

OLD BUSINESS:

1. Jeanette Williams was appointed chairperson for the CLCFA "Neighbor-to-Neighbor" Letter Campaign. The Board approved the letter with some changes. Jody agreed to introduce this campaign and include our letter as an attachment in the weekly group email. Jeanette outlined the process for sending the letters by property owners to their neighbor(s): 1 print letter from email attachment or get copy from Crystal Lakes office; 2 get neighbor's address from office or own records; 3 sign with sender's own name and mail at sender's expense. Jody and Jeanette will work together for verbiage of the paragraph for the weekly group email.
2. Ray Williams presented the two CLCFA Projects wood signs that Harold Alexander made. Everyone was very happy with the signs. They will be stained and a portable stand will be attached.

NEW BUSINESS:

1. The Board accepted with regrets the resignation of Sharon Cooper. All of her hard work, commitment and dedication is very much appreciated. Sharon will be hard to replace. This leaves a vacancy for the position of Secretary.
2. After much discussion and a verification of the by-laws, Helen Norton made the motion to combine the Secretary's and Treasurer's responsibilities to one board position, Grace Zack seconded. The motion carried unanimously.
3. Nominations were accepted for board positions: President Don St. John, Vice President Winnie Hansen, and Secretary-Treasurer Ray Williams. Jack Hunter made the motion to elect board officers as nominated, Grace Zack seconded. The motion carried unanimously.

The Board discussed the many needs for current and historical membership records. Don St. John requested the list of names and addresses for the 2008-2009 and the 2009- 2010 contributors. The board made the decision to have membership records be the responsibility of the Secretary-Treasurer position. Ray will provide Don with the information requested.

5. Ray Williams requested the CLCFA purchase American flag arm patches for the Crystal Lakes Fire Department. Helen Koller requested that the \$ 171.65 be designated to purchase the flags from the funds Mountain Productions donated to the Community Fund. The board agreed.

**NEXT MEETING:**

Our next meeting will be Saturday, November 14, 2009 at 10:00am at the Wapiti Room.

**ADJOURNMENT:** Helen Norton made the motion to adjourn the meeting at 12:50 pm. Helen Koller seconded. The motion passed unanimously.

Respectfully submitted,  
Ray Williams, Secretary-Treasurer

## **MINUTES OF THE CRYSTAL LAKES COMMUNITY FUND ASSOCIATION**

**BOARD MEETING:** was called to order at 9:30am on May 29, 2007 in the Wapiti Room by President Don St John.

**ATTENDANCE:** Sharon Cooper, Winnie Hanson, Helen Koller, Jeanette Williams, Ray Williams, St. John, and Kay Hunter.

**AGENDA:** The board reviewed the agenda. New agenda items were added. Sharon made the motion to approve the agenda with the added items. Ray seconded. Motion carried.

**MINUTES:** the October 14, 2006 meeting minutes were reviewed. Sharon moved to approve the minutes. Seconded by Ray. Motion carried. Jeanette distributed the updated CLCFA membership list which includes 2007-2008 memberships from the CLW&SA Annual Meeting.

**PRESIDENT'S REPORT:** No report at this time. Ray made the motion to elect Kay Hunter to the CLCFA board. Sharon seconded. Motion carried unanimously.

**TREASURER'S REPORT:** was distributed and reviewed by Ray. Funds available are \$ 9,287.46. Ray reported Jody Sandquist, CLFPD requested a check for \$ 1,500 be written to the company selected by Firewise to conduct a study for the sirens. Jeanette moved to approve the report and Sharon seconded. Motion carried.

### **OLD BUSINESS:**

#### **1. Memorial Wall**

Sharon reported the Memorial Wall Committee met with David Born to ask questions and see stone facing examples. The committee took David to the wall site. David Born was offered and accepted the Memorial Wall construction job. David Born's bid was \$2,822.00. Ray made the motion to spend up to \$ 3,000 on the Memorial Wall. Kay seconded. Motion carried. Sharon sent a letter of appreciation to Eric McDonnell for submitting his bid of \$ 3,185.

#### **2. Panhandle Bridge**

Don reported the next project will be to purchase the stain and setup a couple of work weekends. The first weekend will be June 30. Ray will solicit for volunteers.

#### **3. Membership Drive**

Sharon, Helen, Ray and Jeanette set up a table for our membership drive at the CLW&SA Annual Meeting. Ray reported the membership drive earned \$320 and the "Roads of Crystal Lakes" book sales earned \$160. The Crystal Lakes Road & Recreation Association purchased 10 books to sell in the office.

## **NEW BUSINESS:**

1. Annual Meeting Minutes August 5, 2006.  
Jeanette reported that she has not been able to obtain Hilde Kallweit's telephone number to get the minutes from the last annual meeting. Sharon and Kay have her telephone number and email. Jeanette will call Hilde again to get her minutes notes.
2. Membership Drive CLR&RA Meeting June 9, 2007  
All board members and volunteers will set up table and solicit new memberships at the CLR&RA Annual Meeting, June 9, 2007. The meeting starts at 2pm and the table will be set up by 1pm. Sharon and Jeanette will make new posters.
3. CLCFA Annual Meeting August 4, 2007 1pm.  
Refreshments will be served at the annual meeting. Don will contact the office to have the sound system set up. Sharon will put an article about the Community Fund and an Annual Meeting notice in the Wapiti Bugle. Jeanette and Helen will make new bookmarks with the Memorial Wall drawing and the CLCFA information.
4. Crystal Lakes Flags Fund Raising  
Helen reported this is still being investigated.
5. Jeanette Williams has been elected to the CLW&SA Board May 26, 2007. She is sorry but must submit her resignation. She as a member of this board she has been secretary and vice-president. Ray moved to accept her resignation with regrets and Sharon seconded. Motion carried.
6. Ray made the motion to appoint Sharon as secretary. Helen seconded. Motion carried.
7. Helen Koller has been selected to run for the CLR&RA Board at the Annual Meeting June 9, 2007 and must regretfully submit her resignation. She has been a member of the CLCFA Board since the beginning. She has been a valuable member as past President and other positions. The board appreciates all of her efforts and contributions. Sharon made the motion with regrets to accept her resignation and Ray seconded. Motion carried.

The next Board meeting will be Tuesday, August 4, 2007, after our Annual Meeting.

**MEETING ADJOURNED** at 10:15am.

Respectfully Submitted,

Jeanette Williams  
Secretary

## **MINUTES OF THE CRYSTAL LAKE COMMUNITY FUND ASSOCIATION**

**Board Meeting** was called to order at 9:05 am October 14, 2006 in the Sapiti Room by President Don St John.

**Attendance:** Sharon Cooper Winnie Hanson, Ray Williams, Don St John and Jeanette Williams.

**Excused Absence:** Helen Koller

**Agenda:** Jeanette moved to approve the agenda and Sharon seconded.

**Minutes** of the August 5, 2006 meeting were reviewed.. Winnie moved to approve the minutes as corrected and Sharon seconded.

**President's Report:** No Report

**Treasurer's Report:** was available and reviewed by Ray. Jody Sandquist reported the available fund for Firewise is \$1500. Jeanette moved to approve the report and Sharon seconded.

### **Old Business:**

#### **1. Status of Memorial Park**

Sharon reported the completion of the base by Bill Mitchell. Cost of materials was \$149.25. Committee will wait until spring to complete any further work. She provide examples and prices of possible sandstone and granite benches. Don will check on flagstone options.

Don made a motion to have the Memorial Park Committee establish rules and regulations for the Memorial Park. Jeanette moved to approve the motion and Ray seconded.

The board visited the park after the meeting.

#### **2. Panhandle Bridge**

Don and Ray have completed the sanding. October 15 has been scheduled to completed the bracing project. Ed Hanson has purchased the lumber and was reimbursed..

The board recognizes, Bob Strazer and John Sprackling for their help in preparing the bridge for sanding.

#### **3. Results of Membership Drive on Labor Day Weekend**

There were a total of 32 new memberships. Jeanette will provided updated membership list.

#### **4. Results of Bake Sale on Sunday, September 3, 2006**

The Bake Sales earnings were \$322.60

**New Business:**

**1. “The Roads of Crystal Lakes” Fund Raising**

Don needs a total of books sold by the middle of December. He will send a letter to Grace Zach for her records.

**2. Association Documents**

Jeanette provided board members with association documents.

**3. Board of Directors Roster**

Jeanette provided board members with copies of new roster.

**4. New Projects.**

Suggestion for further discussion included new Crystal Lakes flags, and Crystal Lakes sweatshirts. Don will check about flags and Jeanette will check with Kate Kelly and Zia Graphics about styles and prices.

The next boards meeting will be Saturday, February 24, 2007 at 9am.

**Meeting Adjourned** at 9:50 am.

Respectfully Submitted,

Jeanette Williams  
Secretary

## **MINUTES OF THE CRYSTAL LAKE COMMUNITY FUND ASSOCIATION**

**BOARD MEETING** was called to order at 2:50 pm August 5, 2006 in the Wapiti Room by President Don St John.

**ATTENDANCE:** Sharon Cooper, Winnie Hansen, Kelen Koller, Don St John, Jeanette Williams and Ray Williams.

The first order of business was to conduct the elections of officers. Jeanette Williams Vice President announced the nominations as follows: Don St John President, Winnie Hansen Vice President, Jeanette Williams Secretary, Ray Williams Treasurer. Jeanette requested nomination be closed. Sharon Cooper moved to accept nominations as elected officers and Helen Koller seconded. Motion carried unanimously.

Board members discussed and identified documents needed by board members. Jeanette agreed to make copies of association documents and update the Board of Directors membership list for distribution at the next meeting.

**MINUTES** of the May 29, 2006 meeting were reviewed. The statement about donation from Grace Zach was corrected to read: ""Sales must be noted as a "donation-in-kind" from Grace Zach annually."" Sharon moved to accept the minutes as revised. Ray seconded. Motion carried unanimously.

**PRESIDENT'S REPORT:** No report.

**TREASURER'S REPORT:** Ray's computer had problems - will have the updated treasure's report for the next board meeting.

### **OLD BUSINESS:**

Memorial Park

Board members selected Sharon Cooper as new Chair Person. Members of committee include Helen & Lyle Koller, Sharon & Herb Cooper, Ray and Jeanette Williams, Winnie & Ed Hansen, and Inge Hongsermeier.

Bridge Maintenance and Repairs

Ray made a motion spend up to \$2,000 on bridge maintenance and repairs.

Sharon seconded. Motion carried unanimously.

### **NEW BUSINESS:**

Labor Day Weekend Bake Sale

Helen Koller was selected as Chair Person. Barbara Livingston has solicited for baked donations. We appreciate her help very much. Sharon, Ray, Jeanette, and Helen will be at the Wapiti Crystal Room Saturday at 6pm to accept and mark the

baked goods. Don, Char St John, Helen, Sharon, and Barbara will sell items Sunday beginning at 8am.

The next board meeting will be Saturday October 14, 2006 at 9am.

**MEETING ADJOURNED** at 4:10pm.

Respectfully Submitted,

Jeanette Williams  
Secretary