

## Inn Condominium Association

### Board of Directors Meeting Minutes APPROVED March 12, 2022 at 1030 - Onsite at Sunrise Resort

- Welcome and call to order: Lorna Koci
- Certification of quorum- Quorum Present
  - Lorna Koci, President
  - Blake Parrish Vice President (on Zoom)
  - Peter Morris, Secretary
  - Ron Schmitt
  - Mark Smoot
  - Donnette Speth
  - Brian Zwerdling
  - Craig Payne, Property Manager (on Zoom)
- Approval of prior meeting minutes
  - January 14, 2022      **Motion** to approve: Ron Schmitt      2<sup>nd</sup> Mark Smoot      Approved
  - March 3, 2022      **Motion** to approve: Donnette Speth 2<sup>nd</sup> Ron Schmitt      Approved
- Lorna Koci expressed appreciation to all who have helped with ICA matters over the past several weeks
- Financial report
  - January and February financial were made available
  - ICA transferred \$40,000 upon request to the reserve
  - 2022 April – December 2022 budget
    - Increases in fees of 6% were made
    - Rate increases for insurance, utilities and Master Association fees were the reason for increase in fees.
    - The budget was broken down by building as requested including unique utility payments by building
    - **Motion** to approve the ICA 2022 Budget as presented Mark Smoot 2<sup>nd</sup> Donnette Speth      Approved (See 2022 Budget including individual buildings)
- Review agenda for 3.12.22 Annual Meeting. (See Annual ICA Owners Agenda)
  - Discuss increasing costs to maintain owner property: inflation, being a resort area, inflation, all buildings have had improvements. Be mindful of utility costs.
  - Discuss the Reserve Study- A shared means to limit property depreciation, maintaining, over time, owner investments without special assessments. Capital improvements.
  - Increase communication to owners.
  - Parking update. (See Parking Overview). Board is taking measures to protect ICA parking for owners & guests.
  - 2023 Budget will reflect the Reserve Study, and the impact of Rental Units on ICA facilities and amenities.
  - If an Owners Quorum is not attained; Tuesday March 15, 2022 at 6:00pm will be the alternate meeting date.

- Options for the 2022 Reserve Study were presented and discussed
  - There was discussion about contracting for the “Loyalty Plan” completed in April or May after the snow melts with results in 8 weeks. Sequential updates included for \$4,840.00
    - **Motion** to approve the above Ron Schmitt 2<sup>nd</sup>: Donnette Speth. Approved.
  - Craig Payne will initiate the contract.
  
- Landscaping contract status was discussed
  - Upland Rural was the contractor in 2021
  - Craig is waiting for updated cost
  - ICA desires a Thursday mowing instead of Tuesday
  - Craig was asked to communicate that ICA is happy with the current snow removal.
  
- A possible new handyman for ICA was discussed
  - Craig Payne has spoken with ‘Service Depot’ in Logan. Various qualified staff.
  - They are a possible vendor for Handyman ICA needs.
  - Craig was asked to follow-up with them to learn more about contracting with them for ICA work.
  
- Adjournment
  - **Motion:** Donnette Speth 2<sup>nd</sup> Mark Smoot Approved at 11: 35

Minutes submitted by Peter Morris, Secretary

### Action Items

Item	Date	Item	Responsible	Status
1	12/29/21	Obtain a list of units & owners with rental contracts within ICA	Mark	
2	12/14/21	Fix Inn Building leak into Sunrise Resort	Mark	
3	1/14/22	Discuss need & solution for onsite presence	Craig, Lorna	
4	1/14/22	Research the need for north parking lot amendments into Declarations, contact Marilyn, Hickman Title, Logan	Blake	
5	1/14/22	ICA Parking solution by 6/1/22	Peter, Mark, Ron, Lorna	In process
6	3/12/22	Ask yard contractor to mow on Thursday instead of Tuesdays	Craig	
7	3/12/22	Try to contract with Service Depot for maintenance work	Craig	
8	3/12/22	Send notification about monthly fee increase	Craig	Complete

### Current Meeting Schedule

Date	Purpose	Time	Location
March 12, 2022	Board meeting	10:30 pm	Sunrise Resort, Zoom, Board Mtg
March 12, 2022	Annual meeting	12:00 noon	Sunrise Resort
June 14, 2022	Board meeting	5:30 pm	Zoom

August 14, 2022	Board meeting	12:00 noon	Sunrise Resort
October TBD	Board meeting	5:30 pm	Zoom

### Action Items – Complete

Item	Date	Item	Responsible	Status
	01/14/22	Email vote on proposed 2022 budget	Craig and Brian, all	Complete
	01/14/22	Complete 2021 yearend balance sheet and other financial statements	Craig	Complete
	12/29/21	2022 dues recommendations, retroactive increase	Craig, Brian, all	Complete
	01/14/22	Transaction charge on credit/debit cards for ICA Dues	Craig	Complete
	01/14/22	Request for Reserve Study in May	Craig	Complete
	01/14/22	Annual Meeting & Board nomination information written & out to owners	Craig, Lorna	Complete
	12/29/21	Thank you letters to Matt and Michelle	Lorna and Peter	Complete
	01/14/22	Contact Corey for Master Association Board meeting information	Lorna	Complete
	01/14/22	Submit information for reelection to Peter & Craig	Lorna, Blake, Ron	Complete
	1/14/22	Catalog outstanding work orders at end of January	Lorna and Craig	Complete