

Inn Condominium Association

Board of Directors Meeting Minutes

Thursday, June 30, 2022 - 7:00 pm Zoom

- In attendance:
- Lorna Koci, President
- Brian Zwerdling Vice President - excused
- Mark Smoot, Treasurer
- Donette Speth, secretary
- Peter Morris, Director
- Ron Schmitt, Director
- Blake Parrish, Director
- Craig Payne, Property Manager - excused

Agenda Items

1. Meeting was called to order – Quorum present
2. Minutes for April 11, 2022 were approved. Motion by Peter Morris with 2nd by Mark Smoot.
3. Financial report was discussed by Lorna Koci who noted that the income statement and balance sheet on the portal was hard to interpret on a monthly basis and requested that Mark and she go through the numbers and produce a 6 month aggregate to compare to last year's expenses and this year's budget. At a glance, water is over budget and needs to be looked at closer. Overall expenses were \$7,500 over budget.
4. Parking report was given by Peter: Three signs have been delivered and will be installed by members of the Sunrise team using wooden posts. Lorna will communicate the expected installation to the Owners via e-mail. No stencils of individual stalls or permits will be issued this year.
5. Lorna reported that there are 6 outstanding maintenance items and that some gutter repair had taken place. Bear Lake property managers can now access the portal to view all maintenance requests.
6. Lorna attended the Master Association meeting June 8, 2022. Discussion items included: Updating the bathroom at the pool, pool decking, new signage. Of note is

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that pool traffic had decreased as a result of not issuing pool passes to owners outside residents.

7. The ICA board will release a new RFP for Property management bids on July 31, 2022 amid the desire to have an onsite presence. Lorna has discussed this with the current property management company, FCS, who acknowledged the challenges of not having a local representative to handle day-to-day issues. Response deadline will be August 31, 2022.
8. Reserve study review, A separate, on-site meeting of interested board members will take place on July 20th. Donette will email the members for availability.
9. 2023 budget preparation completion target is for October 2022. Lorna will facilitate.
10. The ICA was notified that the new construction by the Marina View building many need to trench across the road for sewer. Lorna will contact the company and seek to schedule the work with as little disruption as possible for owners using the road.
11. Mark shared information of the rental market being down approximately 30% this year.
12. Action items were reviewed by Donette and completed items will be closed.
13. Motion to adjourn: Made by Lorna with 2nd by Mark.

Action Items

Item	Date	Item	Responsible	Plan or Status
1.	12/29/21	Obtain a list of units & owners with rental contracts within ICA	Peter	High priority
2.	12/14/21	Fix Inn Building leak into Sunrise Resort – Access port installed since April meeting	Mark	High Priority
3.	1/14/22	Discuss need & solution for onsite presence	Craig, Lorna	RFP release 7/31/22
4.	1/14/22	Research the need for north parking lot amendments into Declarations, contact Marilyn, Hickman Title, Logan	Blake	High Priority

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5.	3/12/22	Ask yard contractor to mow on Thursday instead of Tuesdays	Craig	High Priority
6.	4/12/22	Washer/dryer coin feature – Inn Building – duplicate from Work Order list	Craig	Resolved
7.	4/12/22	WiFi speed, seems OK, need to document procedures if there is a problem	Brian	High Priority
8.	4.12.22	Check for ice dams, gutter backups and gutter damage – included in Work Order List	Mark has Heat tape contact	Reserve Study July
9.	4.12.22	Answer Tennis Building garage pad questions	Research - TBD	
10.	4.12.22	By-laws review	Blake and Lorna	2023
11.	4.12.22	Get information needed for out of state vendors	Craig	Close
12.	4.12.22	Resident Directory – best not to do	Lorna Communicate to owners	Close
13.	4.12.22	Use of old pond land	Keep open for ICA to encourage development	Add to Master Association Agenda
14.	4.12.22	Organize emergency use keys	Ron/Peter	Summer 2022
15.	4.12.22	Have owner meeting about parking resolution, vote on resolution, get and install towing company signs, stencil parking stalls	Peter coordinate	Complete – signs arrived close
16.	4.12.22	Property manager access to portal	Lorna to coordinate	Todd Permitted others as requested Closed
17.	4.12.22	Communicate about where trash goes	Lorna to coordinate	August
18.	4.12.22	Townhome construction, etc. items 1. Parking 2. Garbage	Lorna to call developer – Ongoing issues	High Priority

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		3. Construction vehicles in North parking Lot 4. Nails on road		
19.	4.12.22	2023 Budget prep	Mark, Craig, Lorna	Start in September
20.	4.12.22	Property walk-through	All	August 22,2022 meeting

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
April 11, 2022	Board & Owners	7:00 to 8:00 pm	Zoom (Craig)
April 11, 2022	Board meeting	6:30 pm	Zoom
June 30, 2022	Board meeting	7:00 pm	Zoom
August 18, 2022	Board Meeting	7:00 pm	Zoom
October TBD	Board meeting	5:30 pm	Zoom