

Snowline Inn Condominium Association
Wednesday, March 1, 2023 - ZOOM
Board Meeting Minutes

Meeting called to order by Megan Williamson at 3:07 pm via ZOOM.

Board members present: Megan Williamson- President, Anthony Brown – Treasurer and Jeff Berkey- Director at Large.

Resignation from Board- Stuart McNabb [Board Secretary] had previously submitted his resignation from the Board with an effective date of 02-15-23. The Board thanked him for his service for so many years to the association.

Integra Management: Cindyrae Mehler. Integra was requested to take the Minutes.

Approval of Minutes: 01-25-23 Board Meeting Minutes. Motion by Anthony Brown to approve the 01-25-23 Board Meeting Minutes with names and scrivener errors corrected; 2nd by Jeff Berkey; and, passed.

01-25-23 Executive Session Minutes. Motion by Anthony to approve the 01-25-23 Executive Session Minutes; 2nd by Jeff Berkey; and, passed.

Officer Positions: Following discussion, by unanimous agreement of the Board, it was determined that from this date forward Anthony Brown would serve as Board Secretary and Jeff Berkey would serve as Board Treasurer. Anthony Brown will set up an email owner distribution list for Minutes and email blasts from the Board.

Integra Report:

Financials through 01-31-23 were presented and had been previously reviewed by the Board:

Operating Account	\$ 91,309.14
Reserves	<u>\$ 113,141.62</u>
Total Bank.....	\$ 204,450.76

Maintenance completed since last Board Meeting:

Bellingham Lock & Safe changed out the core on main bldg. entry door [plus left 1-add'l core for the future if needed] at a total cost of \$555.96; M&M Construction completed repairs/patch & paint to den ceiling from the leak, did various electrical work in the bldg. as had been requested by Lori, completed final paint/patch repairs to Units 126-127 and 226-227 cost of \$2,383.85; All American Seamless Gutters completed full cleaning in February at a cost of \$870.40.

General Business:

1. Maintenance around complex update: Discussion for hiring onsite janitorial / light maintenance/nightly door checks, den & lighting routine checks. Board is working on selection of a light janitorial individual for a weekly cleaning position of the building. Board is working and speaking with unit owners & residents regarding nightly door checks, den checks and lighting routine checks.
2. Board appointment / 2-positions open on the Board: The Board Members have been speaking with unit owners expressing an interest in service on the Board to the complex. The Board plans to appoint and have these two (2) open positions filled at the next scheduled regular Board Meeting.
3. Attorney draft documents re: establishing Rules/Criteria for short term rentals in complex: This topic is being held for further discussion when a full Board is once again seated. This topic may be held until the next Owner Annual General Meeting for discussion by all unit owners so the Board may seek owner input.
4. Rules & Regulations/Master Keys: Following discussion, the Board plans to review the current R&R's for updating and refreshing the language addressing Master Keys to make it more clear on fines/penalties assessed for loss of same.
5. Annual spring/summer clean-up date: No date selected yet. Board will discuss and select a date at the next Board Meeting.

Next Board Meeting date: Wednesday, April 12, 2023 at 3:00 pm by ZOOM.

REMINDERS:

Budget Meeting date - Monday, September 18, 2023 at 3:00 pm

Owner's AGM date: Saturday, October 21, 2023 @ 10:00 am – Shuksan Den

There being no further items for discussion, the meeting was adjourned at 4:25 pm.

Respectfully submitted,

Cindyrae Mehler
Integra Mngmnt