



WPVI Association-Board of Directors Quarterly Meeting Minutes

May 19, 2018

Attendance: Attendees included Board Members: Robert Close, Michael Murphy (speaker phone), Kathy Evans, Laura Attaway. Also in attendance: Elise Woodsmith (Accounting Manager), John Cox (General Manager).

Excused: Derek LaFramboise, Erin Simonson (Treasurer)

Call to Order: A meeting of the White Pass Village Inn Board of Directors was called to order at White Pass Village Inn Office, 10:00 am on **05/19/18**.

Minutes: MSP--To approve the minutes of the February 13, 2018 meeting as printed (Evans/Murphy; unanimous).

Treasurer's Report: no report submitted

Committee Reports: The Pool Committee submitted a rationale, proposal, and current bid (attached) to convert the current pool cartridge filter system to a sand filter system. The sand filter proposal was discussed and tabled for now.

Unfinished Business: N/A

New Business:

A. HOA Attorney Engagement (Murphy to take the lead) Action
MSP: To engage John Burleigh to do complete rewrite of Declaration (Murphy/Evans; unanimous).

B. Formal appointment of the following Committees: Action
(a) Condominium Conditions Committee
(b) Remodel Committee

Discussion: We do not want this committee to slow down current remodel projects. We do want to consolidate (a) and (b) above. "Architectural/Unit Conditions Committee" will be the new name. The current focus will be to work with owners planning remodels in the near future to ensure work requiring a permit has a permit and to address any related requests. Scope of this committee will need to be reevaluated/redefined after Declaration update has been approved by ownership. Committee will make recommendations to Board / Board to give final approvals electronically to expedite process.

MSP: To form "Interim Architectural/Unit Conditions Committee" as described above to include no more than 5 members, to include a board member, the GM, and additional owners (Murphy/Evans; unanimous).

C. Approval of the 2018 / 2019 HOA Annual Budget

Action

Discussion:

- We discussed the preference to see a Rental budget alongside the Association budget. Elise to complete/share draft in near future.
- John/Elise to research options for employee medical insurance. The \$2,400 line item was removed from the Association budget draft and tabled for now.
- A Survey of common areas will be needed as part of the Declaration rewrite--generator building and any other currently undefined common areas need to be determined/documented--need to get bid (talk to Murph once back in town).
- A Reserve Study line item was added (to comply with current HOA RCW).
- Board will maintain the association budget at the same rate as last year.
- Erin, Elise and Bob are to interview a possible CPA replacing CLA (determining scope and cost of work to be performed by CPA will be part of the interview process).

MSP: To approve the 2018/19 Annual Budget as printed (Evans/Attaway; unanimous).

***Still need to add a line item somewhere for a Board discretionary fund--Murph to email thoughts for discussion--could this be part of the Rental budget??? Or, could we adjust the Assoc. Unit 12 upgrade budget line item to keep the overall HOA assessment to owners the same???**

D. Special Assessment

Action

Discussion: Reserve fund has been depleted by over \$33,000; to maintain it, we should assess ownership to replenish the reserve fund for upcoming needs.

MSP: To assess the ownership \$40,000 special assessment to replenish the reserve fund (Evans/Attaway; unanimous).

Announcements: Annual Meeting Sept. 15, 2018

Next Meeting: To Be Determined (near future)--possibly Electronic Meeting for Rental Budget Discussion and Approval.

Adjournment: There being no further business, the meeting adjourned at 1:30 pm.

Secretary: Laura Attaway

Chairman: Robert Close

Date of Approval: 9-15-18