

 **Location:** Zoom
 **Date:** 11/18/2020
 **Time:** 12:00 PM

Association Board Meeting

1. Call to Order - Chairman

The meeting was called to order at 12:02 by Michael Murphy

2. Roll Call

a. Attendees

Michael Murphy, Kristina Hillman, John Rennie, Erin Simonson, Hans Breivik

3. Approval of the Agenda

John Rennie made a motion to approve the Agenda, seconded by Hans Breivik. The motion carried in the affirmative.

4. Approval of Prior Minutes

John Rennie proposed motion to approve the 9/22/2020 meeting minutes, Kristina seconded. The motion carried.

John Rennie made a motion to approve the 9/26/2020 meeting minutes, Hans seconded. The motion carried.

A brief discussion was held to discuss notice to owner's website. It was agreed that a mass email can go out to owners informing them of the posting of new meeting minutes.

5. Staff Reports

a. Facilities – Adrian is off site. Curtis and Adrian are working to coordinate Service Master unit 32 re-build.

Michael mentioned that staff should look at lost revenue chart to check prior year.

b. Business – Brief discussion on what the Board wants to see from Curtis on weekly report. Kristina is going to get with Curtis to see what reports are available.

Brief discussion on holiday stays. Currently, it is 4 day minimum but with 24 hour blocks, there are many units with 3 days available. May have to address units individually. Staff was charged with using common sense to maximize rentals and adjusting minimums to do so.




c. Staff Excused

6. Financial Review

Update on the status of Newman

- a. Their resignation - There was a meeting scheduled for 10:00 AM this morning to discuss the resignation with Neuman. They canceled due to a conflict and re-scheduled for 4:30 PM this afternoon.
- b. Their bill for the FYE June 2019 taxes – Discussion deferred.



 **Location:** Zoom
 **Date:** 11/18/2020
 **Time:** 12:00 PM

Association Board Meeting

- c. The new CPA that is willing to be our auditor – Brief discussion was held. Michael Murphy spoke with the CPA and was comfortable with their approach. Suggested that Auditors contact information be provided to Attorneys working on corporate structure of WPVI.
7. New Business (to be added in advance of the meeting)
- Corporate structure we might ask Bob Curran to join us briefly – There was a brief discussion regarding whether the Attorneys have the tax background to effectively understand the tax liability. Erin stated that it is a tax issue that needs to be resolved. The consensus was to let the professionals determine the best course of action.
 - Reassignment of LivRez Administrator – Kristina to investigate
 - Yapstone/Vacation Rent Payment – Kristina to investigate
 - DigiCert website authentication Contract – Kristina to investigate
 - SendGrid email authentication platform contract – Kristina to investigate
 - PPP loan from KeyBank – John Rennie will check on status of loan
8. Old Business
- Status of Diesel Generator – Yakima Diesel is supposed to send a tech rep up this week to inspect the generator.
9. Adjournment
- A motion to adjourn was made by John and seconded by Hans. The motion carried and adjournment was made at 1:15 PM