




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

## Association Board Meeting

1. Call to Order – Chairman – 12:07
2. Roll Call
  - a. Attendees: Michael Murphy, Hans Breivik, Erin Simonson, Kristine Hillman, John Rennie, Curtis Lovering
3. Approval of the Agenda
4. Approval of Prior Minutes
  - a. 11/18/20 Meeting
5. Staff Reports
  - a. Facilities
  - b. Business
  - c. Staff Excused
6. Financial Review
  - a. Actual vs Budget
  - b. Follow up items from last meeting:
    - PPP forgiveness/KeyBank – JR
    - Newman Associates Update – MM – There was a motion to hire Moorer as auditor for WPVI. Concerns were raised by Erin regarding hiring a new auditor without legal council. A separate meeting will be scheduled to discuss the hiring of a new auditor.
7. Old Business
  - a. Status of Diesel Generator – MM
  - b. Bob Curran Update – MM
  - c. System Access/Roles – KH
8. New Business
  - a. Owner 48hr communication – Inform/MM
  - b. COVID policies and communication – Discuss/MM – A continuation of the discussion regarding Covid-19 procedures:



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Curtis indicated that staff was doing better and that he felt they had their bases covered for the upcoming holiday with regard to staff. The Board authorized discretionary overtime as needed to turn rooms. Grace is able to work from home covering calls and reservations. Seth and Nick are willing to help with room cleans. It appears the Covid-19 exposure is less than what was previously discussed on Wednesday. We are still awaiting results for Curtis, Remi, Dillon and Adrian.

Erin will write up Covid-19 agreement for guests to sign.

Kristina will trace Adrian's contacts.

Murph will pick up lanyards for office staff to look official and enforce masks.

- c. Staff mileage – Discuss/HB
- d. Ongoing agenda process – Inform/KH

### 9. Adjournment