

 **Location:** Zoom
 **Date:** 04/21/2021
 **Time:** 12:00 PM

Association Board Meeting

1. Call to Order 12:06 PM
2. Roll Call: Michael Murphy, John Rennie, Hans Breivik, Erin Simonson, Kristina Hillman, Curtis Lowering, Adrian Gonzalez
3. Approval of the Agenda: Kristina made a motion to approve, John seconded. Motion passed.
4. Approval of Prior Minutes
 - a. 3/17/21 Meeting: Kristina made a motion to approve the minutes, Hans seconded. Motion passed.
 - b. 3/29/21 Meeting: Kristina made a motion to approve the minutes, Hans seconded. Motion passed with Erin abstained as she had not read them.
5. Staff Reports
 - a. Business: A discussion was held regarding the FIOS to WPVI. Costs are \$30k to run backbone and \$4500/month as calculated at \$75.00 per unit per month. Curtis will send out survey monkey to garner interest from owners.
 - b. Facilities: Adrian indicated the window replacement project is starting up. Has had contact with 3-4 painters for painting this summer. Painters are saying the siding needs to be replaced on some buildings. Adrian will be completing inspection of units by end of week. Grace gave her two-week notice.
 - c. Staff Excused: 1:00 PM
6. Financial Review - JR
 - a. Actual vs Budget: The financials don't show PPP loan. The books show it as having been spent and present it as forgiven. It may still potentially be a debt. John indicated the forgiveness of the loan should go in in the next couple of weeks. Rental income was nearly double projections.
 - b. PPP - See above.
 - c. Yearly Budget Process and Status: The budget should be ready to review before the next meeting. Erin asked a question about the billing of deep cleans from last year.
7. Old Business
 - a. Corporate Structure – Michael briefly discussed the Corporate Structure. Account for the funds the way they should be accounted for. No need to change the structure. There was no response from Roberts (the attorney) on keeping Rental LLC for liability protection.



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Bruce Moorer the CPA did feel like it was a good idea to keep the LLC for that reason. He indicated they accounting was not an issue if we keep it.

- b. Common Area Modification Proposal – There was a discussion about pushing out the South walls of studio units on the ground floor again. This may include other owners interested in changing out windows at the same time. It appears that it requires 60% of the owners vote in a meeting.
- c. Facilities – There was a lengthy discussion on projects. Consensus was to concentrate on Reserve Study Projects. Curtis and Adrian need to include these in the budget.
- d. Roles/RACI – Kristina met with Curtis and laid out framework for RACI. Curtis will bring proposed 2021/2022 rates to the Board for approval.

8. New Business

- a. Unit 133 Remodel: Michael indicated that the owner pulled the proposal without ever having responded to some basic questions sent via email. The Board was CCd with that email which indicated board support of the concept while needing some basic questions answered. Board member Rennie excused himself at approximately 13:30, before the completion of the New Business discussion
- b. Internet Proposal: See 5a

9. Adjournment: Hans made motion to adjourn, Kristina seconded. Motion passed at 3:02 PM