

White Pass Village Inn
Board of Directors Zoom meeting
May 25, 2022

1. Call to order: Kristina Hillman, Chairman, called the meeting to order at 4:00 P.M.
2. Roll Call: Kristina Hillman, Erin Simonson, Michael Murphy, Ken Evans – present
John Rennie – absent. Adrian Gonzalez, Manager – present. Guest owners joining in on Zoom – Laura Attaway.
3. Approval of the May 25, 2022 agenda was unanimous by the directors present.
4. Owner Comment – Thank you for making the meeting available.
5. Manager operations report – Adrian Gonzalez
Has been focused on Association budget and project planning. Will work on Rental budget next. Annual conditions reports in progress; looking to improve process from last year and will escalate those needing Board attention as appropriate. Preparing for Running Camp; was asked to set up these reservations across months to minimize LiveRez costs.
6. Old Business
 - A. Financial update - In John's absence, Kristina shared that unfortunately our accountant Bruce Moorer passed away shortly after our last quarterly Board meeting. John has asked another accounting firm to complete pending tax work, but they do not do audits. The Board needs an engagement letter from John for the new accountants. Erin shared some research she had done on possible auditors; she and Kristina will initiate contact and report back to the Board in our June 23 meeting with the goal of audited FYE22 and FYE21 by Annual Owner Meeting. Kristina will also seek advice from Burleigh on the matter.
 - B. Governing Documents – Timeline is for Ken to give an updated report to Board by the end of June 2022.
 - C. Project Plan – Discussion on high level estimates for projects for this year brought forward from last meeting. It was decided that Unit 12 refurbish should be deferred until the Board has identified the longer term strategy for this space. South stair updates were also deferred, as more detailed design options and estimates are needed. Adrian is to move forward with detailed estimates on the following maintenance projects:
 - Explore monument sign options with White Pass Co. taking a more holistic view of the ski area
 - Exterior surface maintenance plan with Castillo.
 - Evaluate pool cover setup: what is best for the environment so we do not keep having the same issue
 - Pool fence rebuild
 - Vapor barriers

Adrian is to also make recommendations on future project plan including items identified by Sunrise and will include both Association and owner responsibility to inform the look forward view of Reserves.

Erin Simonson made a motion and seconded by Michael Murphy to, “Refund the \$76,000 operational overage from fiscal year end 2021 to owners and approve a \$75,000 special assessment.” Motion passed with three yes votes and one no vote.

7. New Business

- A. FYE23 Association Budget – Discussion on operational budget. Decision to not include rental income for Unit 12 pending strategy discussion. Board will meet again Wednesday June 1, 2022 to finalize with wage/salary discussion. Required materials must be sent to Owners by June 7 for Ratification Meeting June 21, 2022.
- B. Remodel Policy & Procedures – Due to time Board agreed to defer this to future meeting agenda
- C. Rental Pricing Strategy – Pricing will be reviewed for next season’s rates including midweek rates/specials as well as in regards to size/condition of units. Adrian and Kristina will follow-up with Kathy Evans for input prior to December opening to public for rentals starting in July.
- D. Annual Meeting Date & Elections – Due to time Board agree to defer this to future meeting agenda

8. Next Board Zoom meetings

June 1, 2022, 4:00 P.M.

June 23, 2022, 4:00 P.M.

- 9. Erin made a motion and seconded by Ken to adjourn meeting – vote was unanimous by the directors present. Meeting adjourned at 6:28 P.M.

Minutes signed by Ken Evans, Secretary

Approved by the Board of Directors, June 1, 2022