

22 STATION OWNERS ASSOCIATION MINUTES OF DIRECTORS MEETING

Wednesday, December 20, 2023 @ 4pm

Name	Title/Affiliation	Present or Dialed-in
Arthur Chiang	Board President	Dialed in
Jon Grant	Board Treasurer	Dialed in
Mike DeGross	Board Commercial Director	Dialed in
Michelle Smith	PTH, General Manager	Dialed in
Stacia Lange	PTH, Property Manager	Dialed in
Ronnie Whitelaw	PTH, Maintenance	Dialed in
Mike Martin	PTH, Building Services	Dialed in
Shay Steffanich	PTH, Owner Experience	
Caroline Vertongen	Homeowner	Dialed in
Ali Fry	DLP Construction	Dialed in
Caroline Ross	PVNC	Dialed in
Marc Finot	Homeowner	Dialed in
Riley Lucchesi	Homeowner	Dialed in

- I. Quorum present, Arthur calls meeting to order.
- II. Jon motions to adopt the agenda, Mike seconds and this is approved 3-0.
- III. Jon makes a motion to approve the November 15th regular and executive session minutes, Mike seconds and they are approved 3-0.
- IV. Executive Session Summary – Discussed contracts and a delinquent account
- V. General Reports
 - a. Finance Presentation
 - Jon motions to acknowledge receipt and review of the October financials as prepared by McClintock, Mike seconds and this is approved 3-0.
 - Delinquent accounts
 1. 16 accounts have short paid the Sept 6th assessments, all have been emailed
 2. 2 accounts are 1Q delinquent, all have been emailed
 3. 4 accounts are 2Q delinquent, all have been emailed
 4. Collection accounts update – Collections company pursuing civil action for repayment, no update at this time
 - Energy trends
 1. Electric

- Liberty has changed billing systems and has not yet billed Sept-Nov on 4 of our accounts.
- Have received bills on 3 accounts.
- All accounts are set to autopay and Stacia receives emailed invoices primarily used for energy trends.

2. Propane

- Usage, gallons, and expense are at seasonal averages.
- Propane expense is under budget for the year.

VI. Maintenance presentation

- a. L&H is working on installing the BMS system. Some glitches here and there specifically in the hot tubs.
- b. Heat tape slices being completed tomorrow for the new gutters.
- c. Boilers have been serviced
- d. Glycol purchase upcoming to recharge the snowmelt.

VII. Pending Matters

- a. Jon motions to approve the renovation application for 4418 , Mike seconds and this is approved 3-0.
- b. Renovation application for 5234
 - Project was presented last month with a larger scope that included mods to the common area such as plumbing. The owners have simplified the project and do not contemplate moving any plumbing.
 - Construction will be done in the renovation windows spring and fall.
 - DLP to provide permit once received.
 - Jon motions to approve the application, Mike seconds, and this is approved 3-0.

VIII. New Business

- a. Jon motions to approve the change order from Saarman for additional copper roof caps on Bld 4 for \$18,962, mike seconds and all vote to approve 3-0.
- b. Motion to approve the proposal from JB3 for cold joint repair between FA and 22 Station in both P1 and P2 for \$16,000

IX. Open Forum

Adjourn Meeting to Executive Session