

## 22 STATION OWNERS ASSOCIATION MINUTES OF DIRECTORS MEETING

Wednesday, June 26, 2024 @ 4:00pm

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
Caroline Vertongen	Homeowner	Dialed in
Don Hoffman	Homeowner	Dialed in
Michael Waitzman	Homeowner	Dialed in

- I. Quorum present, Arthur calls meeting to order at 4:01pm.
- II. Jon motions to adopt the agenda with modification to add review of a renovation application for 4227 and to move the renovation applications to the front of the agenda, Mike seconds and this is approved 3-0.
- III. Approval of minutes
  - a. Jon makes a motion to approve the May 15<sup>th</sup>, 2024 Regular and Executive Session Minutes, Mike seconds and they are approved 3-0.
- IV. Executive Session Summary – Discussed late fee actions, contracts, and legal issues.
- V. General Reports
  - a. Finance Presentation
    - Jon motions to acknowledge receipt and review of the April 2024 financials as prepared by McClintock Accountancy, Mike seconds and this is approved 3-0.
    - Energy trends
      1. Propane is below budget.
      2. Electricity rates have doubled throughout this fiscal year. Electricity is over budget.
- VI. Maintenance presentation
- VII. Pending Matters
  - a. Palisades Tahoe presented a summary of the building management system replacement project and provided a demo.
- VIII. New Business
  - a. Jon makes a motion to accept the Philadelphia Insurance Companies general liability and property insurance proposal for full value property coverage with a \$100,000

deductible, umbrella coverage with Greenwich and D&O coverage with Travelers for an annual total premium of \$1,096,448, Mike seconds and this is approved 3-0.

- b. Mike motions to approve \$3,000 for a site visit reserve study update with Hughes Asset Management, Jon seconds and this is approved 3-0.
  - c. Jon motions to approve an expenditure, not to exceed \$30,000, for gutter repair and replacement with Dunn-Rite Gutters, Mike seconds and this is approved 3-0.
  - d. Jon motions to approve \$4,200 for a radio communication site survey with CSI Technology, Mike seconds and this is approved 3-0.
  - e. Renovation application unit 4217 for a full unit remodel.
    - Owner comments that no change to the drainage and supply location is contemplated at this time. Owner will explore addition of a washer and dryer with ventless option.
    - Owner considers exploring fireplace modification after further exploration of the fireplace stack/chase and what common elements may be in there such as shared ventilation and gas lines.
    - Renovation timeline is for the fall, however owner is still working to secure a contractor.
    - Jon motions to approve the renovation application for unit 4217, Mike seconds and this is approved.
  - f. Renovation application unit 4227, installation of AC
    - This application was mistakenly left off the agenda. It will be on the July agenda for formal approval.
    - Jon motions to tentatively approve the AC install in 4227, Mike seconds and this is tentatively approved 3-0.
  - g. Jon motions to approve the renovation application unit 5201 for flooring, Mike seconds and this is approved.
  - h. Jon motions to approve the renovation application unit 5411 for flooring, Mike seconds and this is approved.
- IX. An open forum was held.

Meeting Adjourned to Executive Session