

22 STATION OWNERS ASSOCIATION MINUTES OF DIRECTORS MEETING

Wednesday, March 20, 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
Shay Steffanich	PTH, Owner Experience	
Caroline Vertongen	Homeowner	Dialed in
Jeff Camp	Homeowner	Dialed in
Michael Waitzman	Homeowner	Dialed in
Calvin Wheeler	Homeowner	Dialed in

- I. Quorum present, Arthur calls meeting to order. Jon Grant joins the meeting at 4:21pm.
- II. Mike motions to adopt the agenda with one alteration, to move the renovation request after the adoption of minutes, Arthur seconds and this is approved 2-0.
- III. Mike makes a motion to approve the February 20th, 2024 Regular Session Minutes, Arthur seconds and they are approved 2-0.
- IV. Mike makes a motion to approve the February 20th, 2024 Executive Session, Arthur seconds and they are approved 2-0.
- V. Executive Session Summary – Discussed contracts and legal issues.
- VI. General Reports
 - a. Finance Presentation
 - Jon motions to acknowledge receipt and review of the January 2024 financials as prepared by McClintock, Mike seconds and this is approved 3-0.
 - Delinquent accounts
 1. 12 accounts are past due
 2. Many accounts are short paying due to bill.com max payment amounts, and/or just not realizing assessments increased.
 3. I have emailed all the past due accounts with statements and messaging tailored to their situation.
 - Collection account will be discussed in Executive Session.
 - Energy trends
 1. Net slightly over budget on energy.

2. Propane consumption and pricing is below budget.
3. Electric rates have gone up to .34 per Kwh, compared to last year at approximately .20 per Kwh, likely driving electricity expenses over budget for the fiscal year.

VII. Maintenance presentation

VIII. New Business

- a. Jon motion to approve policy on Communications to Owners Using USPS Mail or 3rd Party Delivery, Mike seconds and this is approved 3-0.
- b. Consideration to approve an additional \$5,000 expenditure with L&H Airco to connect the Bld 5 fitness room air handler to the new BMS system.
 - A contingency amount of 10% was approved on this project. No additional change orders have been approved.
 - Mike Martin comments the price for this addition is in line with the original pricing for similar system components.
 - Jon motions to approve an additional \$5,000 expenditure with L&H Airco to connect the Bld 5 fitness room air handler to the new BMS system, Arthur seconds and this is approved 2-0, with Mike DeGroff abstaining.

IX. An open forum was held

- a. Homeowner of 4217 presented their plan to reface kitchen cabinets and install new countertops. The Board agrees that this scope does not require Board approval. The Board ask that the owner be mindful of the common area, dust and debris, and keep Management informed of the timeline for coordination.

Adjourn Meeting to Executive Session