

22 STATION OWNERS ASSOCIATION MINUTES OF DIRECTORS MEETING

Wednesday, August 21, 2024 @ 4:00pm

Name	Title/Affiliation	Present or Dialed-in
Arthur Chiang	Board President	Dialed in
Jon Grant	Board Treasurer	Dialed in
Mike DeGroff	Board Commercial Director	Dialed in
Michelle Smith	PTH, General Manager	Dialed in
Stacia Lange	PTH, Property Manager	Dialed in
Ronnie Whitelaw	PTH, Maintenance	
Mike Martin	PTH, Building Services	
Caroline Vertongen	Homeowner	Dialed in
Celine Sanie	Homeowner	Dialed in
Venkat Ramasubramanian	Homeowner	Dialed in

- I. Quorum present, Arthur calls meeting to order at 4:01pm.
- II. Jon motions to adopt the agenda with the renovation applications moved to the top of the agenda, Mike seconds and this is approved 3-0.
- III. Approval of minutes
 - a. Jon makes a motion to approve the July 17th, 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 June 2024 financials as prepared by McClintock Accountancy, Mike seconds and this is approved 3-0.
 - Energy trends
 1. Propane is at seasonal averages.
 2. Electricity usage is at seasonal averages, however higher than budget KWH rates are causing higher than budget electricity expenses.
- VI. Maintenance presentation

- a. Stacia comments that SVG Refrigeration submitted a change order for \$3,925 to add the evaporator to the scope of work. Jon motions to conditionally approve the change order for SVG for the AC repair, Mike seconds and this is approved 3-0.
- b. Hallway renovation update. Mike DeGroff comments that First Ascent has a design chosen and a budget is being developed compared to the design.

VII. New Business

- a. Jon motions to approve an expenditure of \$5,367.42 for a new deck door from California Craftsman, Mike seconds and this is approved 3-0.
- b. Roofs have been leaking during winter, leak testing was done this spring. Based on that testing, it was recommended by a consultant to replace the roofs. Repairs are occurring this fall patch leaks for at least one season. The Board is considering full roof replacement and requires redesign and spec selection to understand the future costs. Motion to approve an expenditure of \$71,500 for reroof design with Insight Building Consultants, Mike seconds and this is approved 3-0.
- c. Jon motions to approve an expenditure, not to exceed \$9,200 for spa area furniture by Polywood, Mike seconds and this is approved 3-0.
- d. Jon motions to approve expenditures with Kelly Brothers of \$128,160 for bird nest cleanup and paint, otherc paint, and stucco repair, Mike seconds and this is approved 3-0.
- e. Jon motions to approve an expenditure, not to exceed \$10,000 for bird abatement netting with Sierra Nevada Windows, Mike seconds and this is approved 3-0
- f. Jon motions to approve an expenditure, not to exceed \$10,900 for window cleaning with Sierra Nevada Windows, Mike seconds and this is approved 3-0.
- g. Jon motions to approve the renovation application unit 4302, Mike seconds and this is approved 3-0.
- h. Jon motions to approve the renovation application unit 5332 for the installation of a portable AC unit, Mike seconds and this was approved 3-0.

VIII. Open Forum.