

**Unit Owners Association of Trailhead Condominium Board of Directors**  
**Minutes of the Regular Meeting**  
**January 18<sup>th</sup>, 2022 – 4:00 pm**  
**Remote via Zoom**

**Call to Order**

The meeting was called to order at 4:02 pm

**Quorum**

Directors present: Craig Dawson- President, Larry Norton – Vice President, Chun Ng – 2<sup>nd</sup> Vice President, Emily Ainley – Secretary, Stacy Townes – Treasurer - A quorum was present via Zoom.

Suncadia Management Company – Michael Bennett– Association Director, Michal Allaire –Finance; Lonny Butler – Assistant Property Manager

**Owners:** Burley McIntyre, John Hamer, Joan Dawson, Bruce Sternberg, Lance Olson, John Tedeschi, Mann-Ling Thibert, Sue Donaldson, Linda Lightfeldt

**Approval of Minutes**

The minutes of the November 01, 2021, and December 04, 2021, meetings were approved as distributed.

President Craig Dawson and Vice President Chun Ng provided a brief update and summary of the legal implications of the documents received by the Board and UOATC owners from the attorney representing the Trailhead Phase 2 owner / developer.

**Financial Report**

The Q4 financial review and Reserve overview was presented by Michael Bennett.

**Management Report**

Lonny Butler presented the management report, which will be filed with these minutes.

**Committee Chair Updates:**

***Communication:*** Have received an owner’s email list from Suncadia Management which we will use to communicate with our owners as necessary. We are currently posting news, maintenance status and other items of interest on the Trailhead Owners Facebook page. Only a few owners have joined. Considering an E-Blast email format to update owners directly on a routine schedule.

***Maintenance:*** Thank you to Lonny and Michael for their quick handling of the garage flooding earlier in January. See below for maintenance decisions re: window washing, hallway paint, cleaning contract, and maintenance contract.

***Insurance:*** Reminded owners of non-renewal notification received from insurance carrier pertaining to upcoming renewal period (e.g. May 2022). Similar scenario for other Suncadia properties such as Cascade Reach. Coordinating introduction to insurance broker (USI) with Suncadia Management Company and knowledge transfer with prior Board member. Briefly discussed the two (2) most recent insurance claims: 1) unit 202 fire sprinkler water leak and, 2) TH1 parking garage flood from TH2 water main break.

***Legal:*** See above.

**Unfinished Business**

- a. The Board ratified the appointment of Officers from the 2021 Annual Meeting.

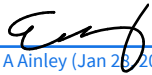
- b. The Board voted, seconded, and unanimously approved PNW MultiServices for window cleaning in the Spring for \$1950.00.
- c. The Board voted, seconded, and unanimously approved the “Maid for You” contract extension to 5 days per week in the amount of \$2700.00 per month.

**New Business**

- 1. The Board voted, seconded, and unanimously approved Copper Crest Services as the Common Area Maintenance Contractor for 2022 in the amount of \$2400.00 per month.
- 2. The Board voted, seconded, and unanimously approved 509 Facility Services bid for the interior Common Areas repainting project for 2022 in the amount of \$26,700.00.
- 3. Discussion was tabled on the exterior painting project until we get further bids.

The Board adjourned the open meeting at 5:26 pm. The next regular meeting is Tuesday April 26, 2022.

**Submitted:**

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Emily A Ainley (Jan 28, 2022 13:09 PST)

**Secretary – Emily Ainley**

**Jan 28, 2022**

**Date**


# UOATH.Meeting.Minutes.01.18.22.Final

Final Audit Report

2022-01-28

|                 |  |
|-----------------|--|
| Created:        | 2022-01-28                                   |
| By:             | Michael Bennett (mbennett@suncadia.com)      |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAadg_uQmsS0u8xvcN02kCXex_kSDemv5_ |

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