

*Unit Owners Association of Trailhead Condominium Board of Directors
Minutes of the Regular Meeting
July 26, 2022 – 4:00 pm
Remote via Zoom*

Call to Order

The meeting was called to order at 4:01 pm

Quorum

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

Suncadia Management Company – Lonny Butler – Community Manager, Brian Horstman – Director of Finance

Owners: John Hamer, Joan Dawson, Bruce Sternberg, Sue Donaldson

Approval of Minutes

The minutes of 04/26/22, 05/16/22, 05/17/22, 06/02/22 and 07/07/22 meetings were approved as distributed.

Financial Report

The Q2 financial review was presented by Brian Horstman.

Management Report

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

Committee Reports

Legal – Chun gave update on Trailhead 2 standing. Advised that negotiations will hopefully be completed in 30-45 days. Trailhead 3 gave an informal request on pool financials and board did not submit to this request. Board advised will consult legal on monies owed and physical assets outstanding from Trailhead 3.

Communications – Larry advised that they had a great conversation with Mike Jones (Director of Golf) and he advised that there are multiple items in place to minimize golf ball encroachment on Trailhead property. Larry is also looking at MailChimp to create a Trailhead website. Larry requested when Trailhead gets a new owner that Lonny sends this to the Board.

Insurance – Stacy gave a quick review of the history on how Trailhead has arrived at where they currently stand. Bruce asked about payment and if Trailhead was short on payment and Stacy advised we are on a payment plan.

Maintenance – Emily gave an update and advised that Management and the Board have worked in tandem to complete multiple items this year i.e: basement leak, interior halls painted, dumpster fixed and no issues with compactor, continuous pool issues, exterior painting.

Unfinished Business

- a. The Board tabled the Common Area Camera System until next year and will get a new bid at that time.
- b. The Board ratified Heritage Landscaping quote (\$7300.00) for enhancement of front landscaping areas.
- c. The Board ratified the L&S Electrical quote (\$2950.00) to fix electrical in Pool Mechanical Room.

New Business

1. The Board voted, seconded, and unanimously approved Exterior Stairwell Leak by Copper Crest for 2022 in the amount of \$5,713.10.
2. The Board voted, seconded, and approved pool light replacement quote by Platinum Hot Tubs in the amount of \$2,648.45. Director Chun Ng had opposed vote.
3. Director Craig Dawson instructed Management to send a sign-up sheet to owners for the dryer clean out based on quote presented by Management. All owner's opt-in price is \$110, some owner's opt-in price is \$149.

The Board entered Executive session at 5:20 pm, adjourned Executive session and returned to Open session at 5:34 pm. The Board then ratified the discussion and action items from the Executive session and then adjourned the open meeting at 5:35 pm.

The next Regular Meeting is October 25th, 2022, at 4:00 pm.

Submitted:

Emily Ainley
Emily Ainley (Aug 7, 2023 18:34 PDT)

Date: 07-26-2022

Secretary – Emily Ainley

*Unit Owners Association of Trailhead Condominium
Board of Directors Regular Meeting
July 26, 2022 – 4:00 pm
141 Fire House Road, Cle Elum, WA*

January 2022 Management Report – Michael Bennett / Lonny Butler

Complete YTD

- Pool/Spa operating permits have been renewed for 2022.
- All vendor contracts have been renewed for 2022.
- Fire Extinguisher Annual Renewal.
- Compactor dumpster fixed by Copper Crest.
- Window washing completed.
- Wiring upgrade in the Pool Mechanical Room.

Ongoing tasks:

- A property inspection is being performed weekly and any deficiencies are noted. Work orders are then created and monitored for completion.
- A/R Review monthly.
- Custodial /maintenance performance and tasks are being monitored.
- Weekly report to Board.
- Weekly email update to all owners.

In Process:

- Stairwell Repair and Remediation continues.
- Exterior Painting in process.

Planned:

- Enhancement of landscaping areas in the front of the building.







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Final Audit Report

2023-08-08

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| Created: | 2023-08-02 |
| By: | Michael Bennett (mbennett@suncadia.com) |
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