

**Lodge Residential Condominium Association**  
**Board of Directors Special Open Meeting**  
**Thursday, June 6<sup>th</sup> 3:00 – 4:00 pm**  
**Real Estate Conference Room and Remote via Teams**  
**MINUTES**

**Call to Order**

The meeting was called to order at 3:02 pm by President Gary Kittleson.

A quorum was present with the following directors in attendance: Gary Kittleson – President, Jerry Heinz – Vice President, Brian Jacobson – Secretary, Jason Fay – 2<sup>nd</sup> Vice President

**Other attendees:** Management: Edward Simpkins – Director of Community Associations, Jennifer Kramer – Deputy Director of Community Associations, Katie Daniels – Administrative Assistant, Mark Rhoton – Director of Operations, Brandi Darnall – Owner Relations Manager

**Owner attendees:** Steve Gall, Kathy Kuzeja, Jamie Fate, Robert Maas, Katrina Sather, Robert McGee

**Approval of Minutes** – The Board Approved the following Minutes as revised:

1. **4/17/2024 Regular Board Meeting**
  - a. New Business #2a: ‘The Board requests a meeting with the consultant before the Reserve Study begins’.
  - b. New Business #3a: ‘Excludes October and December’.
  - c. New Business #4: ‘The Board Approved 66% payment of the contractual rate for maintenance for January - February.’
  - d. New Business #4a: ‘The Board requests more specific reporting.’
  - e. New Business #4b: Strike/Remove.
  - f. Unfinished Business #5: ‘The Board is seeking reporting details of completed tasks and time spent.’
2. **5/02/2024 Regular Board Meeting**
3. New Business #2a: ‘The Board agreed to arrange a meeting with Hospitality before the Reserve Study’.

**Treasurer’s Report** – N/A

1. The LRCA Reserves and Operations Cash Interest Rate is at 4% going forward.
2. Umpqua Bank agreed to go back in time and credit \$2,500 in interest from original inquiry.

*The Board thanked Jason Fay and Annalisa Johnson for their work on the interest rate return.*

**Management Report** – Edward Simpkins presented the Management Report.

1. The Lodge Hallway painting project was completed on time and within budget.
2. Artwork will be re-mounted in the coming weeks.
3. The Hughes Reserve and Asset Management Study is scheduled for the week of July 15<sup>th</sup>.
4. The LMCA Board will receive a request for the Roof and Gutter Maintenance expense.
5. The Balcony Railings will be painted instead of removed, powder coated, and re-installed.
  - a. The model unit railing will be tested for look and endurance.

**Unfinished Business** –

1. The Board requests a special meeting to discuss the scope of the Hughes Reserves Study.
  - a. The Board Members discussed a walk through on site prior to the Hughes Reserve Study.
  - b. The Board would like to include Hospitality to discuss the vision for the next 5-10 years.
  - c. The Board would like to meet with the Reserve Study Consultant the week of July 15<sup>th</sup>.
2. The Board requests an update when the Roof and Gutter Maintenance is anticipated to be done.
3. The Board deferred and will re-visit the Telkonet Proposal and will discuss the expense with the Hughes Reserve Specialist. Management to confirm in documents Telkonet is a LRCA expense.
4. The Board deferred and will re-visit the Sonify Contract renewal.
  - a. Management will review the current contract and annual revenue amount/recipient.
5. The Board requests management follow-up with agreement indicating Hospitality willingness to provide remote and signal support to owners and guests.
6. The 2023 reserve spending breakdown will be added to the next meeting agenda.
7. The Board requests management organize a task force meeting to discuss Maintenance Report Payments. Jerry Heinz and Brian Jacobson will represent the task force and report to the Board.
8. The Board deferred scheduling a Mid-Year Special Meeting with owners until next meeting.
9. The Board agreed to withhold March, April, and May Maintenance Report Payments until sufficient reporting is provided.
10. Gary Kittleson has not yet obtained the requested documentation regarding the recent hallway renovations and plans to get together with Tucker to gather documents.

**New Business** –

1. The Board Ratified the email vote approving the Artwork Re-Mounting Proposal.
2. The next Quarterly Regular Meeting is scheduled for Thursday, August 1<sup>st</sup>, 2024.
3. The next Monthly Special Board Meeting is scheduled for Monday, July 15<sup>th</sup>, 2024.

*Candidates Christine Kipp and Jamie Fate introduced themselves to the Board for the open position.*

**Owner Forum** –

1. Robert Maas: Where are the Meeting notes for last year (2023) online? Edward: The Regular Board Meeting minutes are posted to our website [suncadiacommunityasscoaiations.org](http://suncadiacommunityasscoaiations.org).

**Adjournment** – 4:44 pm

**Executive Session** –

The Board recessed the open meeting to convene an Executive Session to discuss, deliberate and act upon appointing a new Board Member.

**Submitted:**

Brian Jacobson  
Brian Jacobson (Aug 16, 2024 11:45 PDT)

08/16/2024

**Secretary – Brian Jacobson**

**Date**






# LRCA Special Board Meeting 6.6.24

Final Audit Report

2024-08-16

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