

Lodge Suncadia Residential Condominium Association
Board of Directors Special Meeting
September 5, 2024 – 3:00 pm
Real Estate Conference Room and remote meetings via Teams
MINUTES

Call to Order: The meeting was called to order at 3:10 pm.

A quorum was present with the following Directors in attendance: Jamie Fate – Vice President, Brian Jacobson - Secretary, Christine Kipp - Treasurer, and Jason Fay - 2nd Vice President. Gary Kittleson - President, Via Teams.

Other attendees: Management: Edward Simpkins – Director of Community Associations, Jennifer Kramer – Deputy Director of Community Associations, Marina Huato - Administrative Assistant, Brandi Darnall – Owner Relations Manager, Mark Rhoton – Director of Operations.

Owner attendees: Maria Haydock

Owner Comment Forum:

Maria: Question regarding window covering compliance.

The Board was reminded that some units may be out of compliance with their window coverings. Management agreed to follow up regarding those owners. Management also agreed to follow up with the Board on whether all owners will be required to replace their window coverings at the time of the unit refresh.

Approval of Minutes: The following were approved as distributed

The minutes of the Regular Board Meeting held on August 1, 2024, were approved.

The minutes of the Executive Session held on August 25, 2024, were approved.

Treasurer's Report: N/A

Management Report: Edward Simpkins presented the Management Report. A written copy was included.

Artwork project is nearly completed. Discussion ensued regarding the new artwork that was taken down and is currently in storage and whether the Board wishes to continue to retain artwork and pay for storage. It was suggested we connect with Luis about whether we have back-stock that needs to be stored. The container is 5' x 10' and temperature controlled. The courtesy extended by Hospitality for storage is no longer being offered. It was suggested we may want to retain this storage indefinitely. It was decided to revisit at a later meeting.

There were questions about whether the Board was aware that the recently purchased artwork did not include lighting. It was noted that renderings provided by Hospitality showed lighting. Edward stated he didn't see the RFP and it would have been handled by others. Gary recalled that lighting was discussed initially but once they got it priced out and found how expensive it was, an adjustment was made. Gary

could not recall whether the Board was informed of this change, as there were also changes made regarding the lighting near the elevator bays. Brian recalled that after the new artwork was installed and expressed his surprise that there was no lighting, Tucker stated that the new artwork would not support lighting.

Management was asked for all documentation that was previously presented to the LRCA Board of Directors related to the new art, including discussions about the removal of lighting. Additionally, the Board is asking for documents that were in Suncadia Management's possession prior to the decision being made, in addition to invoices after the fact. Gary stated we would need to work with Development to get further information.

Edward confirmed that while much of the SMC staff has turned over, the collection and retention of documents falls under his supervision and is required by the Management Agreement. Gary believes everything is retained for 7 years for tax purposes.

It was decided that because the artwork was purchased for approximately \$40K, we investigate options for this artwork and revisit the topic at our next meeting.

A question was asked about requirements with Board members signing checks. Edward stated that no Board members are required to sign. Gary further clarified that check signing is delegated to Suncadia Management Company. Other vice presidents within Suncadia Resort review and sign checks after they have been reviewed by the team. Edward was asked to review and confirm what is in the governing documents regarding approvals. It was further clarified that a vote of the Board is required to approve any payments coming from the Reserves. No Board approval is required for payments out of the Operating Budget.

New Board members requested a copy of Gary's summary of 2023 Reserve expenses.

A draft of the Reserve Study should be ready to review by Management tomorrow. Board requested that Management forward the draft Reserve Study to the Board prior to making its review and edits. Edward noted that some calculations and algorithms related to other associations were not correct and he typically does not present to the Board until it is something he is comfortable with.

Roofing and rain gutter work has been approved by the LMCA Board and is scheduled for September 16th.

Ed Baird has been contacted and asked about baseboards and whether there is any inventory in backstock or whether new material can be milled to match the existing baseboards.

It was pointed out that the contract seems inconsistent regarding maintenance of the millwork. Edward does not recall whether millwork is included in the maintenance contract and is currently is not managing millwork maintenance. Edward stated that any reference to maintenance of the millwork would not be included in the Maintenance Reports, as it is not specified in the Agreement.

It was pointed out that maintenance of Housekeeping areas are excluded from our contract.

Balcony railings are an LMCA responsibility. A decision is anticipated in the next meeting regarding whether it be managed by LMCA or assigned to the LRCA.

Unfinished Business

Jason reported that one possible location for an Owner Engagement event would cost \$5300 for about 50 people. A group of 25 could be accommodated for about \$2400 in a smaller room. A boardroom holding

15-18 could be reserved at no cost with food ordered off the menu. It was decided to have Board members research further. The purpose of the meeting is “Owner Engagement” and there is a particular interest in hearing the level of owner support for future hallway improvements. Owners could potentially give input that may influence our budget planning. The Board is aiming for the Owner Engagement Event to take place October 17th

It was decided that the Board will develop a survey for owners.

New Business

Discussion ensued about whether changes should be made regarding officer positions. It was decided that no changes be made at this time, considering we are near the end of our current term.

Vacated positions were filled with Jamie Fate appointed Vice-President and Christine Kipp appointed Treasurer.

Edward presented newly appointed Board members Christine Kipp and Jamie Fate with the Director’s Fiduciary Resolution #501-2013 and requested their signatures.

A call for candidates will go out to fill expiring positions. A discussion ensued about whether a Nominating Committee be used for filling vacant positions. No decision was reached.

Christine reminded Management that a request for emails was made and denied by Management. Management justified its decision by referring to an RCW that prohibits the sharing or disclosing of unpublished owner information. It was pointed out that this RCW applies to owners and not Board members. Edward stated that Suncadia Management Company reached out to the SROA legal team when making this decision. Allison, Prayer has advised LRCA in the past, as well as SROA and SCC. It was suggested that the Board reach out to its legal team.

A request was made for the physical address of all owners. A request was also made for a copy of the legal opinion that Board members be denied email addresses. Edward clarified that there is nothing in writing, the recommendation was provided in a conversation. Edward was not aware of any reason why the Board cannot include an opportunity in the survey for owners to provide their email addresses. He may choose to check with his legal counsel. A suggestion was made that future discussion take place regarding building a new owner database outside of Frontsteps to allow for direct email communication.

A summary was provided of information shared during the walk-through held earlier in the day. When asked how Management handles issues observed during regular walk-throughs, they said they can access HOTSOS directly, but with over 100 entries potentially made in a day, it is difficult to track concerns after being entered. There are no ways to filter to view LRCA entries. Management may observe and note issues on subsequent walk-throughs, but they are not tracking in any way, but they make a mental list.

Management was reminded of the question about who cleans ceiling lights. Why it is believed that some have been cleaned, it is unclear whether there is a regular cadence. It was pointed out that we may need this clarified in future contracts.

Edward agreed to pass on to Luis, the Board’s interest in their documentation of furnace filter changes. Edward believes HOTSOS has the information the Board is requesting.

It was suggested that it become routine to have a walk-through prior to every Board meeting with a list of concerns compiled. The next walk-through would include checking that list to monitor what has been done and what has not been done. The goal is to have better progress with maintenance. Management has agreed

to pass on concerns expressed in today's walk-through.
Management agreed to share the responsibility matrix.

Adjournment: The meeting was adjourned at 4:48pm.

Executive Session: N/A

Submitted:

Secretary – Brian Jacobson

Date

Signature: 
Brian Jacobson (Nov 7, 2024 11:36 PST)

Email: bjacobson5@msn.com

LRCA Special Board Meeting 9.5.24

Final Audit Report

2024-11-07

Created:	2024-11-07
By:	Edward Simpkins (esimpkins@suncadia.com)
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"LRCA Special Board Meeting 9.5.24" History

-  Document created by Edward Simpkins (esimpkins@suncadia.com)
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