

**The Lodge at Suncadia Master Association**  
**Regular Board Meeting Real Estate Sales Center**  
**February 6, 2025 – 2:00-3:00 p.m.**  
**Minutes**

1. **Meeting Call to Order** – Verification of Quorum – The meeting was called to order at 2:01 PM, and President Tucker Stevens verified the quorum. Welcome new board members Jamie Fate, and & Kirsten Brunker

Others in attendance: Noni Hughes, Suncadia General Manager; Vanessa Reust, Senior Manager of Accounting Shared Services; Kerie Swepston, Senior Director of Finance; Edward Simpkins, Director of Community Associations; Jennifer Kramer, Deputy Director of Community Associations; Mark Rhoton, Director of Operations; Brandi Darnall, Owner Relations Manager; Annalisa Johnson, Financial Consultant; Luis Arvizu, Director of Engineering; Megan Huddleston, Senior Accountant; Debbie Dibb, Executive Assistant; Michael Hughes with Brown & Brown; Owners - Brian Jacobson, Amy Baisch, Katrina Sather

2. **Approval of Agenda:** 2:02 PM A motion passed to approve the Agenda
  - a. Edward suggested moving insurance up higher to item 4.
  - b. Tucker suggested moving the Sonifi discussion to New Business rather than Unfinished Business
3. **Approval of Minutes** of the October 24, 2024, Quarterly Board Meeting:
  - a. A motion to approve the minutes of 10/24, voted and approved unanimously at 2:03 PM
4. Insurance: Michael Hughes – this is a continuation of the October discussion when we engaged Michael to secure and bind coverage for the LMCA policy. The previous carrier pulled out of Washington state as well as North America. Major cost change. AIG and CNA are potential companies. Michael doesn't have an updated quote yet. Tucker reiterated the board's previous request that aggressive efforts were being made to get as many quotes as possible. Kirsten asked if there is anything that needs to be done to better position the property from a risk perspective and Michael Confirmed that the property is well protected from a risk perspective based off their site visit. Brandi suggested that we engage with Liberty Mutual. If we switch, the account would switch to RCS as the broker on record. Tucker suggested that the board do a comparison between the quote from Liberty Mutual and the quote from Michael Hughes.
5. **Owners Forum:** none
6. **Consent Calendar:** none

**7. Treasurers Report:**

- a. Vanessa Reust presented the financial reports, which included the Balance Sheet, Income Statement, General Expenses, R&M, Utilities and Reserves

**8. Management Report** – Edward delivered the report, and items included:

- a. Window coverings – will not be proposing new coverings
- b. Dry Fire System – Luis provided an update, and a temporary fix is in place, but repairs will need to be made this spring, and he does not have a quote yet for this work. The repair should be accessible from the bottom, it is easier and less expensive to fix from there. This will be spent out of reserves. There are funds in Reserves, and the Board will decide which account is appropriate. Tucker asked if we have a good plan for 2025 Reserve spend projects. Edward and Mark are reviewing all Reserve studies. Proposed topic for next meeting.

**9. Agenda item from Jamie** – Gutters and common areas

- a. Gutters were cleaned and inspected late last year. Luis has a list of items that need to be fixed, and he is waiting for a quote for the repairs. No repairs were made last year, only cleaning. The plan is to repair the gutters this year.
- b. Common areas– LRCA wanted to know if the woodwork in the hallways could be updated to match the trim in the elevator vestibules. A contractor will be doing the work, so it makes sense to do the baseboards. The overall hope is uniformity. LMCA takes over after fire doors, and Tucker believes the baseboard should be done simultaneously (Kirsten agrees but would like to see cost and scope). Tucker asked for an action item to handle offline, which included identifying and clarifying which areas belong to which group.

**10. New Business** – Appointment of Board Officers.

Nominations for President, Secretary/Treasurer; Kirsten Brunker is taking over Mark Thorne's position (Secretary- Treasurer), Jamie Fate is taking over Jason Fay's position as (Vice President).

The motion was made for new board members to take over old members, which passed unanimously at 2:50 PM.

**c. Sonifi TV Service Contract**

- i. Sonifi was asked for a new proposal for 5 years
- ii. They offered lower pricing and better terms last year, but offer has expired and a new quote has not been provided.
- iii. The LRCA has requested a meeting with LMCA to discuss the agreement and is asking for specific terms and conditions. The proposal is anticipated to arrive this week. It has not arrived yet. 2/15 we would need to give notice after the boards meet to discuss. The contract is set to auto-renew We need to determine if this will remain with LMCA or move up to LRCA. Noni Hughes proposed a joint board meeting to determine who owns the contracts because this will require moving some reserve funds.

With there being no proposal, and no discussion has taken place between the LMCA and LRCA, there is nothing to discuss today. Schedule a joint board meeting ASAP.

11. **Adjournment:** The meeting adjourned at 2:58 PM

Attest:

\_\_\_\_\_  
Kirsten Brunker, Secretary- Treasurer

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Date

DRAFT