

Trailhead II Condominium Association
Regular Board Meeting
April 29, 2025 – 9-10:00 a.m.

MINUTES

1. **Meeting Call to Order** – Verification of Quorum – meeting called to order at 9:11AM
 - a. Dave Allegre, President; Noah Pieper; Director
 - b. Others in Attendance: Edward Simpkins, Director of Community Associations; Jennifer Kramer, Deputy Director of Community Associations; Vanessa Reust, Senior Manager Accounting Shared Services; Megan Huddleston, Senior Accountant; Debbie Dibb, Executive Assistant; Mark Rhoton, Director of Operations; Brandi Darnall, Owners Relations Manager
2. **Approval of Agenda** – approved at 9:12 AM
3. **Approval of Minutes** – The minutes were reviewed, and there are no questions. Moved and voted to approve unanimously at 9:13 AM.
 - a. Regular Board Meeting February 5, 2025
4. **Owners Forum** – None
5. **Consent Calendar** – moved and approved at 9:15 AM
 - a. Ratify the email vote regarding the purchase of Adirondack chairs and tables
 - b. Ratify the email vote regarding the purchase of unit number signs for the garage parking spaces
 - c. Ratify the email vote regarding Newman Draft Financials ending 2023
6. **Treasurer's Report**
 - a. Megan Huddleston presented the Q1 Treasurers Report
 - b. Megan Huddleston presented the A/R Collections Status Report
7. **Management Report**
 - a. Jennifer Kramer presented the Staff Report. A copy is included with these minutes.
 - b. Reserve Fund Project Update – Mark Rhoton provided a report that includes the current landscape improvements that are underway. The look has improved significantly with this vendor.
8. **President's Report** – Dave has nothing at this point but anticipates that he may have more when he returns in late May.
9. **Unfinished Business** - none
10. **New Business**
 - a. Mark Rhoton asked if everyone has received the notice of the pending lock inspection? This will take place on May 1. The board confirmed receipt of the email.
 - b. Can we communicate to the owners about returning their door locks to the fob system? Removing them restricts access for the fire department and responders. Many owners have changed their locks, while others may still have the original ones from Property Management's request. It was suggested to inventory all the locks during the next walkthrough, and we need the codes shared with the HOA for emergencies. An emergency override code might also be available. The fob system is preferred.
 - c. A question was asked of Jennifer Kramer about the luggage carts, one has an issue with a caster and the failure is making dents in the wall. She plans to look at them during her next walkthrough.

11. Adjournment – meeting adjourned at 9:44AM.

Attest:

Dave Allegre – President

Date

DRAFT