LODGE MASTER COMMUNITY ASSOCIATION
141 FIREHOUSE ROAD
CLE ELUM, WASHINGTON

MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD AT THE REAL ESTATE SALES CENTER, DISCOVERY CONFERENCE ROOM
JULY 22, 2026, 2:00 P.M.

MEMBERS:

Tucker Stevens	President
Christine Kipp	Vice President
Kirsten Brunker	Secretary-Treasurer

MANAGEMENT:

Edward Simpkins	Director of Community Associations
Jennifer Kramer	Deputy Director of Community Associations
Annalisa Johnson	CFO (via teleconference)
Brandi Darnall	Owner Relations Manager
Cody Martz	Director of Operations
Houston Perkins	General Manager and Vice President of Hospitality
Luis Arvizu	Director of Engineering
Megan Huddleston	Senior Accountant (via teleconference)
Vanessa Reust	Senior Manager Accounting Shared Services (via teleconference)

GUESTS:

Perry England	Vice President of Building Performance, MacDonald-Miller Facility Solutions (via teleconference until 2:56 p.m.)
Brian Jacobson	Owner (via teleconference)
Jerry Heinz	Owner (via teleconference)
Bethany Young	Recording Secretary, Minutes Solutions Inc (via teleconference)

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 2:05 p.m.

2. APPROVAL OF AGENDA

On a motion made by Kirsten Brunker, seconded by Christine Kipp, it was resolved to approve the agenda for the July 22, 2026, Board meeting. Motion carried at 2:06 p.m.

3. APPROVAL OF MINUTES

On a motion made by Kirsten Brunker, seconded by Christine Kipp, it was resolved to approve the minutes of the Board of Directors meeting held on April 22, 2026, as presented. Motion carried at 2:07 p.m.

4. OWNERS FORUM

There were no owner comments.

5. CORRESPONDENCE

The following correspondence was included in the Board packet for informational purposes:
- CAI Preferred Places to Call Home Survey Report

6. CONSENT CALENDAR

On a motion made by Kirsten Brunker, seconded by Christine Kipp, it was resolved to ratify the Board's email approval of the following:
- **Raymond James reserve cash options;**
- **LMCA reserve fund work at a total cost of $58,417.15.**

Motion carried at 2:08 p.m.

7. TREASURER'S REPORT

7.1 Financial Reports Q2 – 2026

ACTION – Megan Huddleston will research the waste removal budget overage.

Megan Huddleston presented the Q2 2026 financial report, including balance sheet, income, expenses, and reserves as of June 30, 2026. She explained line-item variances and compared the actual amounts to the budget forecast. She noted that waste removal expenses were over budget, possibly due to a 49% increase in the tons hauled compared to Q2 2025.

8. MANAGEMENT REPORT

8.1 Staff Report

ACTION – Management will determine proposed costs for washing windows twice a year to include in the 2027 budget.

ACTION – Management will add the front entrance, pool entrance, and walkway to their weekly inspections to monitor the need for power washing the concrete.

The staff report was included in the Board packet. Luis Arvizu explained that the strike through of $18,877 in the reserve expenditure report for elevators was a typo. They are awaiting a proposal from DK Elevators to determine the cost of elevator cab work that needs to be completed. The Board discussed the delay in window washing that has previously been completed in May. They requested the windows be washed before and after the summer season.

8.2 Engineer's Update

On a motion made by Christine Kipp, seconded by Kirsten Brunker, it was resolved to approve the use of reserve funds to pay MacDonald-Miller Facilities Solutions for the domestic hot water loop leak repair at a cost of $6,278.77. Motion carried at 3:02 p.m.

On a motion made by Christine Kipp, seconded by Kirsten Brunker, it was resolved to approve the use of reserve funds to pay Orr Protection for corrective actions required to address a deficiency during the five-year fire protection system inspection at a cost of $8,718.15. Motion carried at 3:05 p.m.

ACTION – Luis Arvizu will consult MacDonald-Miller and other building engineers to determine if installation of an earthquake gas valve/tremor sensor is common.

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ACTION – Luis Arvizu will provide a copy of the fire system five-year inspection report to Christine Kipp.

Perry England provided an explanation of the work to be completed by MacDonald-Miller to comply with the Washington State Department of Commerce requirements of the Clean Buildings Performance Standard for large buildings by June 1, 2027. Benchmark energy usage will be determined by reviewing two years of electricity and natural gas consumption. He noted there are adjustment parameters to account for different room utilization and occupancy schedules. They will also document and submit LMCA's energy management plan and operations and maintenance program. The energy target established will be used to evaluate energy usage. If a building is above target in future reviews, the cause will need to be identified, and improvements must be made to bring usage below the energy target. Benchmarks and documentation for Tier One and Tier Two buildings will need to be submitted to the Department of Commerce every five years.

Luis Arvizu reviewed consideration of an earthquake gas valve/tremor sensor, chiller preventative maintenance, backflow prevention testing, elevator door closure upgrades, trash room improvement recommendations, domestic hot water system assessment, and replacement of expired Lodge emergency preparedness equipment. He provided details of the expenses for water leak repairs and fire system corrective actions.

9. <u>LRCA REPORT</u>

9.1 <u>Report on Maintenance and Custodial Concerns</u>

Christine Kipp reported that propping of the fire doors at the service elevator continues to be an issue. She suggested adding signage to the doors as a potential solution.

10. <u>PRESIDENT'S REPORT</u>

There was no new information to report.

11. <u>UNFINISHED BUSINESS</u>

There was no unfinished business to discuss.

12. <u>NEW BUSINESS</u>

12.1 <u>Reserve Fund Allocation for Hot Water Leak</u>

The Board approved the reserve fund allocation during the Engineer's Update agenda item.

12.2 <u>Reserve Allocation for Hallway Door and Trim Improvement Project</u>

The Board approved the reserve fund allocation during the Engineer's Update agenda item.

12.3 <u>Owner Inquiry Resolution and Policy</u>

The topic was tabled until the October, 2026, Board meeting.

12.4 <u>Revised Resolution No. 401-2026 regarding the Board's Standard of Care</u>

The topic was tabled until the October, 2026, Board meeting.

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12.5 Binding of LMCA's Insurance Policies

Edward Simpkins reported that the Lowe insurance policy will have significant cost savings compared to budget. Some amendments need to be made to the declaration, including adjustment of the deductible amount. Brandy Darnell is addressing outstanding questions

13. EXECUTIVE SESSION

There was no Executive Session.

14. NEXT MEETING

The date of the next Board of Directors meeting is October 28, 2026.

15. ADJOURNMENT

The meeting closed at 3:22 p.m.

DISCLAIMER

The above document should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

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Director	Director
______________________	______________________
Date	Date

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