

Silver Queen West Condominium Association
Board Meeting – Basic Office & Zoom
April 28, 2023

Directors Present:

Lydia Fausset, Larry Funk, Joanne Gipple, with Paul Gottler, Angelique Justich, Marsha Hennessy and Elaine Johnson on Zoom.

Board Representatives Present:

Tom Brennan – Property Manager
Karen Breckheimer – Assistant Property Manager
Eric Nicholds – Basic Property Management, Inc. (BPM)
Gary Nicholds – Basic Property Management, Inc. (BPM)

Call to Order:

Joanne Gipple called the meeting to order at 2:00 PM.

Parking Policy Report:

Larry reported that 36 owners have returned the SQW Parking Registration Form. When Kerry returns from vacation it was suggested that a reminder letter to be sent to owners that have yet to respond to the new parking policy with a copy of their registration form. Karen agreed to meet with Kerry in the coming weeks to discuss the distribution of the parking pass to owners. Karen believes the best way is to distribute the passes to condos. As an alternative owners may request that their parking pass(s) be mailed to their residence.

Homeowner Tenant Issues:

Short-term rental units were the most common problem this winter for owners and managers. Vacasa Vacation Rental was the major rental organization involved. Joanne made a point that the board needs to follow-up with Kerry on letters sent to owners on issues of concern. Paul mentioned that owner's that rent on a short-term basis must have a county license. There was a question if short-term licensees for Silver Queen West are public record. Angelique and Tom agreed to investigate this with the county to identify SQW owners with active short-term rental licenses. Joanne mentioned that the board might want to investigate the elimination of short-term rentals. As an initial step, it was suggested that the board poll owners and Angelique agreed to develop a survey to be sent to owners.

New Business:

Joanne mentioned that the board might want to consider contracting a snow removal company if Tom is unavailable to plow. In case of this event, Joanne asked Gary and Eric along with Angelique to contact local plow companies for estimates.

Larry suggested that board review the Explanation of Maintenance and Insurance form provided by Lindsay Smith. Larry expressed some concern about the division of duties between the owners and the association. He asked that owners carefully review the document and add a review of the

document to the agenda for the next board meeting. Because of Covid, the investigation of unit entrance door locks was tabled. As it is imperative that management have access to all units, Larry asked that this issue be placed on the June agenda. At an earlier meeting, it was suggested that entrance signage be a part of the of the parking policy. Larry asked that board members offer suggestions on verbiage for the signs. In addition to other mailings and in an effort to advise owners on the importance for unit inspections, Kerry will be asked to send out the unit inspection form developed by Angelique so that owners have the information on facilities that may need to be upgraded or replaced.

Board Meeting Schedule:

The next board meeting is scheduled on Friday, June 9, at 2:30 at the offices of Basic Property Management.

Adjournment:

A motion was made and seconded to adjourn at 3:55 P.M. The motion was unanimously approved.

Respectfully submitted,

Larry Funk, Secretary