

Ridge Board of Directors Meeting
Friday, January 7, 2022

MEETING MINUTES
[Approved at March 19, 2022 Board Meeting]

☐ Call to Order

The January 7, 2022 Ridge Board of Directors meeting was called to order by Chairperson Kevin Veleke at 4:02 pm.

In attendance via Zoom were Kevin Veleke, Board Chairperson; Aaron Egland, Treasurer; John Hawley, Board Member; Richard O’Hearn, Board Member; Devin Miller and Gary Bell from Community Alliance. Excused was Carol Viydo, Secretary.

Owners in attendance were Mount Brice, Unit 10; Joel Passke, Unit 9; and Lacey Mullen, Unit 25

Devin announced there is a quorum.

Kevin stated this board meeting is being conducted via Zoom. The board passed a resolution at the Jan 23, 2021 board meeting to be able to conduct board meetings remotely until COVID restrictions have been lifted. Since we are still in restricted times, I enter into the minutes that resolution once again.

☐ Introductions

Each board member introduced themselves along with Managers, Devin Miller and Gary Bell.

☐ Review of Agenda

The agenda was reviewed with the following changes: Add under New Business Board Goal and the Protocol for Responding to Inquiries, and move Next Board Meetings to Reconvene Board Meeting

☐ Review & Approval Previous Meeting Minutes

Kevin asked if there are any additions, corrections and/or changes need to be done to the Dec 3, 2021 board meeting minutes. Aaron said the motion was MA fees were increased to at 5%, and did not include the words “to be split between the interior units and exterior accounts per the same formula presently in place.” There was a motion by John and second by Richard to accept the minutes as presented with the aforementioned words in quotes deleted. Motion passed unanimously. Kevin will make the correction then send the corrected minutes to Devin for posting and filing.

☐ Owners Correspondence/Comments

Kevin presented the request from Unit 20 owner Paula Nelson’s request to install screen doors at the front condo entryway. Included in the document with Ms. Nelson’s request was contractor Eric Wyman’s quote and opinion regarding a screen door. Both the request for a cost and Eric’s opinion was solicited by Devin. Following board discussion, it was decided by the board not to install screen doors due to potential on-going maintenance problems. Motion not to install a screen door was made by Richard and seconded by John. Motion passed unanimously. Devin was directed to contact Ms. Nelson to tell her of the board’s decision and why.

There was no other owners’ correspondence presented

□ Staff/Committee Reports

➤ Treasurer including Survey Monkey & Facebook

No printed financial report was presented. Aaron said the board received a financial report at the Dec 3rd meeting and nothing substantial took place in December 2021 to warrant a report, and we've just started 2022. He did say the CPA financial statement will be out by the end of March. No action was needed.

Aaron said we all received the latest SurveyMonkey and Facebook report before the meeting, thus details don't need to be discussed, but it needs to be said that housekeeping comments are good, which is a testament that the new housekeeping company is doing a good job.

Aaron continued saying that the SurveyMonkey format should be reviewed to ensure information being obtained is still current and whether other/more questions should be asked. Aaron and Richard will look at revamping the questions and present a report and recommendations at the next meeting.

➤ Managing Agent – Administration & Operations and Projects

Devin and Gary presented two reports. The first being the report titled Management Report dated Jan 7, 2022 with the following subjects: Water Damage, Maintenance Person, Spring Projects, R46 Handrail and Housekeeping. No further discussion of these were done, and no action was required. The second being Managers Report, 4th Quarter 2021. No further discussion was done, and no action was required.

□ Unfinished Business

➤ Service Agreements / Contracts

Kevin reported that all 2022 contracts and service agreements have been completed and signed. Kevin thanked Devin for getting them done in a timely manner.

➤ Upper Decks

Gary spoke to the highlights in his Upper Decks report saying he and Kevin had a Zoom meeting with Steve Wills to talk about the upper decks, and he met with Jeff Korish from Kortay NW and Charlie Rowles from Rowles Engineering regarding a fix to the 7 decks that Kortay replaced previously. The details of those discussions are included in Gary's report attached to these minutes.

Gary continued to say that proposed corrective action is expected from both Rowles Engineering and Kortay Construction by the next week (week of Jan 10-14). Such report will be provided to the board after Gary's review and comments.

➤ Credit Card on File for Cleaning Fees

After much discussion based on the information provided in the report provided by Kevin, Gary and Devin were directed to create a protocol for the paying for cleaning fees. Said report would be provided to Kevin for discussion with Gary and Devin, then on to the board for discussion and implementation. Not only establishing the protocol, Devin is to provide an implementation plan.

□ New Business

➤ Board Goals

The Board in 2016 established the Board goals. Several years after that, the board established a protocol how to respond to inquiries, emails, etc. from owners, for example. The inquiry protocol was done to ensure accurate and consistent responses. Motion made by John and seconded by Richard to adopt the goals and the protocol in responding to inquiries as presented. All said Yes. Motion Passed.

➤ Lower Unit Floors

Richard provided a verbal report on two known lower unit floors sagging in several areas, in particular units 11 and 29. No one else knew of this issue. Hearing about the issue before the meeting, Gary said he directed Dan Peabody to check out the joists, posts, etc. supporting the lower unit's floor and provide a report of his findings within 30 days.

There being no further new business, John made a motion to enter into Executive Session. Motion was seconded by Aaron. Motion passed, unanimously. Time is 5:22 pm

☐ Executive Session

- Legal
- Past Due Accounts

Board entered into Executive Session at 5:31pm to discuss the items as listed. Due to the nature of the subjects, rules allow them not to be discussed in open session.

Following the discussions in Executive Session, John made the motion to move out of Executive Session and reconvene to the open meeting. Motion seconded by Aaron. Motion passed unanimously. Time 5:48 pm.

☐ Reconvene Open Meeting

Kevin reconvened the regular meeting of the board of directors of January 7th at 6:01 pm.

From Executive Session discussion Gary directed to contact real estate agent Valerie Camacho to contact 120321-14 owner about listing her share for sale.

March 19, 2022 at 10:00 am in the Ridge Owners' Lounge was set as the next date for a meeting of the Ridge Board of Directors.

Kevin asked if there was any further business to discuss.

☐ Adjournment

There being no further business to conduct, Richard moved to adjourn the meeting. Motion seconded by Aaron. Motion passed unanimously. Meeting adjourned at 6:10 pm.

Minutes taken by Kevin Veleke, Board Chairperson due to the excused absence of Board Secretary, Carol Viydo.
January 7, 2022