

INCLINE TERRACE CONDOMINIUM OWNERS ASSOCIATION INC.
March 2026 HOMEOWNERS MONTHLY MEETING
Date: Wednesday, April 15, 2026.
Time: Starting: 5:06PM Ending: 6:17 PM
Location: Incline Terrace Management Office-Zoom

1. **Call to Order:** The meeting was called to order at 5:05 PM by Office Manager Leticia Storrs.

2. **ATTENDANCE:** A quorum was confirmed as follows,

Board Members present: David Tanner - HOA Board President.

Todd Tanner - HOA Vice President

Board Members Absent; Simon Titen Treasurer-Secretary.

Office Manager: Leticia Storrs.

Head of Maintenance: Bob Powell & Justin Harper

Homeowners present at the office: -

Homeowners by zoom: 403B, 306B, 303B, 514C, 202C, 202A, 205B, 305A,
506A, 601B,

3. **Approval of March 2026 MEETING MINUTES.** The minutes of the March 18, 2026 were NOT approved and were deferred to the May meeting. This item was tabled until the next scheduled Board Meeting.

4. **Reports.**

5:10 PM. Third-Party Activity on Property. The Board discussed compliance expectations regarding contractors, real estate agents, and third-party property managers operating on condominium property.

Management reiterated the importance of:

- Compliance with HOA rules and regulations.
- Contractor licensing and insurance requirements.
- Advance notice to management for work performed onsite.
- Enforcement of governing documents related to unauthorized activities.

No formal action was taken/The Board directed management to continue enforcement as necessary.

5. **Financial Review:** Management presented a review of operating expenses and projected financial performance for the first quarter of 2026.

Topics discussed included:

- General operating expenses.
- Vendor costs
- Seasonal operational increases
- Budget forecasting considerations

- Assessments 2026-2027 Structure Review - The Board reviewed the proposed assessment structure for the 2026-2027 fiscal period, including cost sustainability and operational needs. Further review and/or final approval was tabled pending additional information.

New Business-Building Maintenance Updates.

The following items were discussed/reported:

- Air filter replacement and gutter cleaning through the April-May schedule.
- Electrical panel replacement for Building C.
- Amenities opening target: May-2026, including: Pool, BBQ area & Hot tub.
- Management also discussed staffing and operational capacity needs associated with increased occupancy and seasonal demands. The Board reviewed operational readiness and management recommendations.

6. EXECUTIVE SESSION (Closed).

- ☐ The Board entered executive session at approximately 5:40 PM to discuss confidential and legal matters.
- ☐ CPA Taxes and budget report.
- ☐ Budget and financial controls.
- ☐ Confidential financial and operational matters

No motions were made in Executive Session/Any approved actions were documented upon return to open session

No actions requiring a vote were taken in open session following the Executive Session.

Next Board Meetings (2026)

- **May 18, 2026 5:00PM**
- **June 17, 2026 at 5P:00PM**

Adjournment

The meeting was adjourned following completion of the agenda at 6:17 PM