

Queens Bay Resort & Condominium
Directors Meeting Minutes
January 11, 2023 2:00pm (MST)
Zoom Meeting 40 Minutes

- I. President Pederson called the meeting to order at 1:57 p.m.MST Director Peters, Director Pederson, Treasurer/Vice President Collette and Secretary Laing were present. Property Manager Starkey attended for the beginning portion of the meeting.

- II. A motion was made by Director Connie Collette To approve the minutes from the November 10, 2022 Directors meeting. A second was made by Director H. Pederson The motion passed with a unanimous vote.

- III. Report from Property Manager Property Manager Robert Starkey
 - A. Lobby Carpet Cleaning. The carpet was cleaned. After a few days the stains came back. Carpet is just old.
 - B. Lobby Heating & Cooling system repairs Cool Wave was contacted about both fans which should be replaced at the same time. Recommend to delay until closer to summer as the heater is working. Will check into how long prior to summer
 - C. Key Fobs for Gates - recommend we not move forward with this suggestion. After checking into it, it appears fobs can be reproduced quite easily.
 - D. Winter hours for Security - Hours will remain as is. Robert will email the board with the security hours
 - E. Condo doors update how many are done. All of the 4th and 5th floors in the south wing are completed.
 - F. Water Fountain repairs Working with Dan, a contractor, there is a pin sized hole in the bottom of fountain
 - G. Pool System Phase 1 update. Filters are \$2000 each. One is in desperate need of repair.
 - H. Any issues with rental units - no issues as of today.
 - I. Pricing for a domain name and a website host - The domain name is \$181.82 for 10 years. Hosting \$37.88 for 2 years where the documents are stored.
 - J. Invitation to Robert to attend Owners Meeting

- K. Soft Water System - Three tanks are installed. The brine tank still needs to be replaced. Culligan will provide salt once all of the installation is complete. HOA pays for the salt
 - L. Large mailbox rekeying has been completed. No complaints to date.
 - M. Bed Bugs 123 and 324 have been dealt with and treated.
 - N. Gate Code appointment is set up the week of January 16 with Gary the gate guy to change the gate code. Board is recommending May 1 be designated as the date the gate code is changed every year.
 - O. Suggestion box in the lobby will be set up for property manager communication.
 - P. Balloon Festival is coming up and Robert will be out from January 19 through January 22 for MC duties. He will be available on-call for any emergency.
 - Q. Large Trash was left by a tenant. The tenant will be charged \$100 for the haul away.
- IV. Treasurer Collette presented the 2023 proposed budget which included the line item description. Vice President Collette will work with the CPA to obtain the final copy of the Fiscal Year End 2022 budget numbers. This final report will be sent, with the line item descriptions, to the owners prior to the February 11 owners meeting. Treasurer/Vice President Colette made a motion to approve the Budget. Director Peters second the motion. The motion passed with a unanimous vote
- V. Board Issues—Meet Monthly first Wednesday 2pm AZ time February will be an in-person meeting at the Pederson Condo #527 as Penny will be in town.
- A. Penny—Is responsible for the minutes, the newsletter and the web site
 - B. Howard—Update Troubleshooting Guide
 - C. Mike—Work closely with Robert on resealing project; work with Howard & Connie on updating Contractor Docs goal is to be done for Annual Meeting. Robert will also upload to the website.
 - D. Connie—Will work with Mike and Howard on updating contractor docs
- VI. Agenda Items for Owners Meeting February 11 at 10am (MST)
- A. Mike and Howard—meet at 9 am lobby to help Robert and Carlos set up. Make pot of coffee and decide on individual packaged cookies or donuts from Food City
 - B. Penny—Upgrade Zoom plan for Annual Mtg. 1 month minimum
 - C. All Board Members—Please be in the lobby no later than 9:30am and be greeters as well as make sure owners sign the sign in sheet.

- D. The Property Manager will present a year in review. Have a visual display.
 - E. Discussion around an EV Charging Station.
 - F. Review the storage trailers and the parking rules.
- VII. Other Items - Protocols for paying Site Six for investigating water leaks. There needs to be continued discussion.
- VIII. Meeting Adjourned at 3:26 pm MST