

Queens Bay Resort & Condominium
Directors Meeting Minutes
Wednesday January 10, 2024, 1:00pm Arizona Time
Zoom

- I. President Pederson called the meeting to order at 1:00 p.m. Arizona time Secretary/Treasurer Laing, Directors Bob Mims, Ken Meyers Jr. Jim Wick and Property Manager Starkey were present.
- II. President Pederson called for Nomination for Officers. Bob Mims nominated Michele Pederson for President, Penny Laing for Secretary/Treasurer. Michele Pederson Nominated Bob Mims for Vice President. No other nominations were made. Each nominee agreed to fulfill their rolls. A motion was made to accept the nominations by Michele Pederson. A second was made by Jim Wick. The motion passed with a unanimous vote. Treasurer Laing will collaborate with the directors to share the knowledge about the role of treasurer, so the directors always have individuals ready to assume position.
- III. President Pederson asked for a motion to approve the minutes from the December 6, 2023, Directors Meeting. Director Wick made a motion to approve the minutes. Vice President Mims seconded the motion. The motion passed with a unanimous vote.
- IV. Treasurer Laing provided an update for the November Month end.
 - A. The treasurer reviewed the financial health of the HOA as of November Month end.
 - B. The treasurer reviewed the adjustments made to the FY24 Budget. The adjustments are a result of quotes and/or confirmed invoices for the line items.
 - C. Treasurer Laing asked the directors if there is interest in exploring the cost for Electronic HOA Dues Payments and passing the expense on to those owners who want to use this service. The Directors agree this would be a good option for the owners. Property Manager Starkey indicated the HOA CRM software could be set up to accept payments. This will be explored and reported back at the next meeting, if not before.
- V. FY24 Projects.
 - A. The Allo Installation into individual condominiums on the North side has started. Robert will be meeting with the Allo installation manager and Havasu Wiring to discuss some concerns about the original installation plan.
 - B. The signed agreement for Western Alarm Upgrades was sent to the CPA to pay the down payment after January 1, 2024. Western Alarm will order parts once the down payment is received. When parts arrive, they will begin the upgrade.
 - C. The Directors reviewed the Tower One Non-working Fire System Valve Bids. Treasurer Laing made a motion to approve the AZ West bid of \$5,510 to replace non-working fire valve. Vice President Mims seconded the motion. The motion passed with a unanimous vote.
 - D. The Directors reviewed the outside Back Flow Non-working Valve bids. Treasurer Laing made a motion to approve the Van Rooy Plumbing bid of \$5,168 to replace the non-working back flow valve. Director Wick seconded the motion. The motion passed with a unanimous vote.
 - E. The Directors and Property Manager reviewed a timeline to begin obtaining bids for the first elevator modernization. All agreed to begin requesting bids after March 1 or when

the Alarm system is updated. The directors want to review and approve a bid to see if it fits into our budget at our April or May meeting.

VI. Report from Property Manager

- A. Roof Tear Update waiting for a response from Bill Chambers to determine if Duro-Last will cover the work. The warranty from Chambers has expired and there is little time left with the maker of the roof material. While waiting for a response, a temporary fix has been put in place to minimize additional tearing and avoid any leaks.
- B. Staff Check List is being incorporated into their daily schedule. The staff understand what needs to be done and when it is due and fit the task into their day or weekly schedule.
- C. Repair of the regulator and stack valves was a success. The company completed the project in less than 3 hours.
- D. Black Pipe Tracking Plan process for remodel and pipe replacement is a work in progress.
- E. Security Staffing options were discussed.
- F. Server 1 for the cameras has been off-line and it was determined the hard drive has died. A temporary fix of moving those cameras to the other two servers is in play. We are exploring other options.
- G. The hiking group wants to collect assorted colored rocks to create a design. The directors are excited to see what the hikers put together.
- H. Robert will be working at the balloon festival and not be on site on January 18 and 19.

VII. The directors reviewed the agenda items for the February 17 Owners Meeting. The agenda will be e-mailed out a minimum of 10 days prior to February 17. The approved budget will be included.

VIII. President Pederson made a motion to adjourn the meeting. Vice President Mims seconded the motion. Meeting Adjourned at 2:41 p.m. Arizona Time

The next three Directors Meetings – Start times will be 1:00 p.m. Arizona Time

- February 14 onsite for those at Queens Bay and on Zoom if needed.
- March 13
- April 10