

**Quadna Mountain Townhouse Association**  
**Board of Directors Meeting Minutes**  
**Saturday, April 29, 2017**

In attendance: President Blaine Smith, Vice President (VP) Larry Johnson, Treasure Joanne Madsen, Secretary Mark Antonich, Director Joel Richards, Director Bill Barnwell.

Absent: Director Bob Malz.

Representing Omega Management – David Stendal.

1. Meeting Called to order by President Smith at 10:03am.
2. Homeowner input: Len McGlaughan Unit 333 had issues with downed trees causing safety and liability issues with owners and kids on the property. On-going cleanup is taking place and inquiry will be made to see if any company will log out the downed trees for free.
3. Approval of Agenda: Motion made by VP Johnson 2<sup>nd</sup> by Director Madsen. Motion Carried.
4. Approval of Minutes: Motion made by VP Johnson 2<sup>nd</sup> by Director Richards. Motion Carried.
5. Maintenance report: Director Richards stated that work is underway with cleaning of the parking lots and grounds and sections of the dock are partially in. Pool work has begun and Director Richards will be renewing his pool license in Bemidji, in May to stay current on safety and chemical handling. QMTA plow truck is nearing the depreciation stage and will need to be replaced. In effort to save money Director Johnson is considering renting his one ton truck to the association to plow in the winter months. President Smith and VP Johnson will discuss and present a proposal.
6. Management Report: The association enjoyed a surplus of \$4,784 in March due to lower operating expenses. Unit 309 and 316 are cleared of any timeshare liability and can be sold. Renter in 309 will be moving out on May 1st. Motion made by VP Johnson to waive the late fee of \$67 for Unit 341 with a second by Director Madsen. Foreclosure date is set for May 25, 2017 for unit 351. At that time the owner will have six months to vacate the property. QMTA did not have to pay Federal or State tax for the fiscal year 2016. Schedule K1 was received from Hill City Golf LLC for the 1.0582 shares owned by QMTA. Certificate was also received from the golf course.
7. Unfinished business: (A) Units 309 and 316 will be aggressively marketed to sell prior to the fall and a new realtor will be hired to find buyers. (B) Brush piles will continue to be cleared by maintenance staff and outside contractors who will take down piles and remove off site. (C) Final phase of parking lot repairs should begin around buildings 1-5 starting in early June if contractor agrees. (D) Landscaping will continue by VP Larry Johnson on remaining buildings and will stay within budget approved.
8. New Business: (A) Accounts Receivable continues to be in line. (B) Recent audit by workers compensation requires documentation be provided from contractors who did not have proof of insurance while on site doing work. The association will need to pay \$1,152 if documentation is not produced. President Smith will contact and gain the required paperwork. (C) Wage review for Maintenance staff was discussed and a raise for both Gene and Milt will be effective as of June 1<sup>st</sup> 2017. Their new wages will be \$19/hour and \$16/hour for Gene and Milt respectively. (D) Motion made by President

Smith 2<sup>nd</sup> by Director Richards and carried to hire Holker Construction to replace roof on building 10 at a cost of \$24,800. Omega Management will produce a formula to assess owners a fair and accurate amount to reflect what has been paid in by owners to the reserve fund already and what is required to be paid since owners in building 10 did not have the roof replaced seven years ago. Multiple bids were received and work will begin in August 2017. Structural engineer will be contacted to review patio door sills in building 10 to determine why they failed. (E) Decks were discussed and it was determined that staining and water proofing is not required since the treated lumber will fade to a natural gray after several seasons. (F) Motion made by VP Johnson to repeal previous ruling to add on bathroom to the community center and to instead add a bathroom to the maintenance building. Director Madsen asked for a roll call vote with the following results. Director Richards – Yes, Director Antonich – Yes, President Smith – Yes VP Johnson – Yes, Director Barnwell – Yes, Director Madsen – No. Motion passed. (G) Work will continue on old tennis courts to convert to gaming area now that fence repairs are complete, storm damage cleanup is done. (H) Owners who have old satellite dishes installed that are no longer operational will need to have them removed, roofs or decks waterproofed and repaired by August 1<sup>st</sup> 2017 to improve appearance of the property. (I) Annual meeting will be held September 2<sup>nd</sup> 2017 at the Hill City School auditorium at 10AM with a light food selection provided. There **will not** be a picnic after the meeting in the community center this year. (J) 310 is looking at removing the timeshare status and selling the unit. No action required by QMTA if all goes well. (K) Inquiry was made to rent out a portion of the linen building to outside vendor to store items. Director Antonich asked that the vendor provide proof of insurance and if willing the board will consider renting at \$50 per month.

9. Next board meeting will be held on June 24<sup>th</sup> 2017 at 10:00am in the community building
10. Meeting Adjourned at 2:02pm