

**Quadna Mountain Townhouse Association**  
**Board of Directors Meeting Minutes**  
**Saturday, November 12<sup>th</sup> 2016**

In attendance: President Blaine Smith, Vice President (VP) Larry Johnson, Treasure Joanne Madsen, Secretary Mark Antonich, Director Bob Malz, Director Joel Richards, Director Bill Barnwell. Representing Omega – David Stendal.

1. Meeting Called to order by President Smith at 10:06am
2. Homeowner input: Bob Madsen had comments on DirecTV and was looking for clarification on the contract and a second receiver in his unit. The board stated that the contract was signed and that installation was complete and any additional receivers would cost the homeowner a monthly fee plus the cost of installation.
3. Approval of Agenda: Motion made by Director Madsen with second by VP Johnson.
4. Approval of Minutes: Motion made by Director Madsen with second by VP Johnson
5. Maintenance report: Director Richards stated that additional trees from the 2016 storm were removed from woods around buildings that posed a future treat of falling on property and structures. Bonus was paid out to maintenance crew and winterization was complete for the grounds. Bathroom addition for community center was postponed until Spring due to storm related reasons. Motion was made by Director Madsen with second by Director Richards to allow maintenance staff to purchase new company shirts for maintenance staff.
6. Management Report: The association had a negative balance due to continued costs related to storm damage and an additional and final payment to SCI for October service. Unit 329 was discussed and a motion made by Director Madsen with second by President Smith to delay the foreclosure until February of 2017 due to possible new owners who may purchase the unit however, if confirmation of the sale has not been received by February 1<sup>st</sup> 2017 and no payments have been received, Omega is directed to ask attorney Kreitzman to give notice of intent to accelerate the 2017 assessment and to proceed with foreclosure if account is not paid in full. Motion made by Director Madsen with second by VP Johnson to write off as a bad debt the outstanding balance of \$1,299.20 on unit as the mortgage foreclosure eliminated the associations lien rights. Motion made by President Smith and second by Director Madsen to delay acceleration until January 31<sup>st</sup> of 2017 if Landrus, unit 386, has not made payment by February 1<sup>st</sup>, Omega was directed to ask attorney Kreitzman to send notice of intent to accelerate the 2017 assessment and to proceed with foreclosure if account is not paid in full.
7. Unfinished business: DirecTV installation is complete. Owners still have questions and concerns with programming and procedure for getting a second receiver. Owners should contact Director Antonich at [comments@qmta.org](mailto:comments@qmta.org) with any questions. Unit 309 has finally received release of timeshare status which frees up the title on the property so future buyer will have no problems purchasing the property. Motion made by Director Madsen with second by President Smith to pay taxes outstanding on units 309 & 316 now that the association owns both units. Omega will contact Aitkin County to try to get the late fee and penalty waived due to Aitkin County mailing to the old address for Omega

thus delaying the payment. Storm damage claim is completed and payment was received with an additional depreciation check to be mailed to the association to complete the 2016 storm damage claim.

8. New Business: (A) Accounts receivable are down considerably and legal costs are down as a result. (B) Audit Quote motion was made by Director Madsen and second by VP Johnson to accept the quote of \$2,025 by Menden, Faust & Nelson to prepare 2017 tax and audit. (C) Motion made by Director Madsen with second by Director Barnwell to allow Omega Management to switch banks from US Bank to Pacific Premier Bank to reduce costs and allow better interest rates for accounts held by QMTA.

(D) Motion made by VP Johnson with second by President Smith to change property & liability insurance carriers from State Farm to American Family Insurance beginning January 1<sup>st</sup> 2017. Roll count vote was taken to select from five carriers with the following results: Director Barnwell – Everest, Director Malz – Everest, Director Richards – State Farm, President Smith – American Family, Secretary Antonich – American Family, VP Johnson – American Family, Treasurer Madsen – American Family. With the same motion carried the other insurance policies to stay with the same carriers. Director Malz abstained from this motion. H06 policies should be reviewed by owners to determine if a savings will be due with the new carrier and the critical need for owners to understand what is and is not covered with insurance. Director Barnwell will draft a letter and it will be posted to QMTA.org for all owners to review. H06 policies are required as stated in the QMTA common property agreement. The quotes from CNA insurance for the crime policy premium of \$616 and the directors and officers liability policy premium of \$1,491 were also accepted.

(E) Omega Management will reduce the current management fee charged monthly based on less demand for professional services and deletion of reserve plan from the scope of services provided. This reduction will take place effective January 1<sup>st</sup> 2017. (F) Future meetings for 2017 will take place in April, June and November with annual meeting date to be determined at a later date.

(G) Motion made by President Smith with second by Director Madsen to accept the 2017 budget presented by Omega Management. President Smith made a recommendation to keep the association fees the same for 2017 and was agreed to by the all Directors in attendance based on the forecasted 2017 budget.

9. Next board meeting will be held on April 29<sup>th</sup> 2017 at 10:00am in the community building

10. Meeting Adjourned at 2:22pm