

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION
BOARD OF MANAGERS MEETING
January 21, 2023**

I. CALL TO ORDER

The Woodbridge Condominium Association Board of Managers Meeting was called to order by Jamie Lewis at 10:03 a.m. in the BPM Conference Room (*) and via videoconference.

Board Members Participating Were:

Jamie Lewis, President, #301*

Bill McCall, Vice President, #106

Kris Ann Knish, Secretary, #208

Scott Whitfield, Member at Large, #112

Owners Carolyn Holland (#206) and Mandy Glasmeyer (#305) were guests at the meeting.

Representing Basic Property Management were Gary Nicholds* and Jason Blarjeske*. Lauren Hitchell of Summit Management Resources was recording secretary.

With four Board members participating, a quorum was confirmed.

II. RATIFY EMAIL VOTES TAKEN DURING LAST QUARTER

The Board voted to award gifts for outstanding service. The payout will be as follows: \$1,000 to Jason Blarjeske, \$500 to Kerry Hartnett, \$500 to Susan Nicholds, \$500 to Patti Vande Zande, and \$200 to Erika Krainz.

Action Item: Gary Nicholds will confirm, for tax purposes, if the monies the Board will give out should be called gifts or bonuses.

III. NEW BUSINESS

A. Election of Officers

The Board agreed to retain the same Officer positions with Scott Whitfield to serve as Member at Large.

IV. OWNER COMMENTS

Carolyn Holland asked for clarification on the fines imposed from short term renters. Jamie Lewis confirmed that owners are responsible for the behavior of their guests and renters while at Woodbridge. Kris Ann Knish shared her concerns as an owner who lives at Woodbridge full time and commented that there is no consistency with enforcement of violators. Jamie Lewis explained that for an owner that is short term renting, it is the owner's responsibility to post adequate signage about the Rules and Regulations. The Town of Frisco requires that all owners who are short term renting have the emergency contacts and Rules and Regulations posted in the unit. Gary Nicholds shared that a document needs to be created to put in a welcome packet for all new owners explaining the Rules and Regulations.

Action Item: Kris Ann Knish volunteered to work on creating a short version of the Rules and Regulations for short-term renters.

Carolyn Holland shared that she has been having issues with her fireplace and asked for recommendations for plumbers and fireplace maintenance companies.

Carolyn Holland asked for clarification on mail delivery from USPS, UPS, and FedEx. It was recommended that she work with the shipper.

Carolyn Holland offered to volunteer for the Clubhouse Committee.

Action Item: Carolyn Holland will send Kris Ann Knish her email to join the next Clubhouse Committee meeting.

V. OLD BUSINESS

A. Clubhouse Committee

Kris Ann Knish thanked Jason Blarjeske for the list of architects and contractors he sent. The Clubhouse renovation will have to take place in phases.

B. Security Camera Update

Kris Ann Knish said that she received a security camera proposal that would only include installation for a wi-fi enabled system. Jamie Lewis shared that the security cameras have not been budgeted and therefore accurate estimates will be necessary in explaining what it will cost to install and maintain the security cameras.

Action Item: Kris Ann Knish will put together a proposal.

Action Item: Kris Ann Knish volunteered to watch video footage in the event a crime takes place.

VI. NEXT MEETING DATE

The Board Meeting is scheduled for February 13, 2023. Tentative dates for 2023 Board Meetings are May 9th, August 8th and November 14th. A Budget Ratification Meeting is scheduled for November 27, 2023 and the tentative date for the Annual Meeting is January 20, 2024.

VII. ADJOURNMENT

The Board meeting was adjourned at 11:03 a.m.

Approved By: Jamie Lewis Date: February 2, 2023
Board Member Signature