

**Donner Place HOA Board Meeting Minutes
February 3, 2023, 4:30 PM On-site in Unit 203**

Welcome by Hugh Barlow

Roll Call

All Board members present (Ed, Randy, George, Layne, and Hugh). Matt Mendenhall from Welch Randall also present.

Approval of Previous Board Meeting Minutes

A motion was made by George, seconded by Randy to approve the Board Meeting Minutes from the November 18, 2022, Board meeting. The motion carried unanimously. Meetings did not take place in December and January of 2022.

Property Management Company Reports

Matt reviewed the most current Balance Sheets and Delinquencies. The financials were in order. There were no delinquencies.

Business

1. Matt presented and reviewed the 2022 Income statement. The income statement was in order.
2. Matt presented and reviewed security deposits on file
3. Matt reported the 503 remodel was complete. Ramiro needs to report to the Board about any damage repairs that are needed for the common areas including the cost of repairs which will be deducted the 503's security deposit.
4. Lee Teerlink's response to renting the parking spaces for 701 was reviewed. It was determined that the extra spaces were for a car owned by his son and Lee. The car will be used as rental for people needing transportation. The car will be stored in the spaces when not rented. The Board

determined that this use is not consistent with HOA rules which were provided to Lee and the owner of 701 and the car must be removed. The owner of 701 and Lee will notified of the Board's decision.

5. Knox Boxes (2) were installed by Ramiro. These boxes house the keys and FOBS to the building for use by the Fire Department. The Fire Department came onsite and removed the keys and FOBS from the old boxes and transferred to the new boxes.
6. The stair lift in the garage was repaired. The repairs did not come under warranty as the stoppage was caused by debris getting into the rail system.
7. The eighth-floor south elevator machine room has been cleared by the owners of 702. We are now in compliance with State code.
8. Matt will remind owners that any plumbing work for plugged up sinks or toilets will be reported to Matt before the work is to be done. Cleaning back up plumbing in a condo building requires specific treatments.
9. The Board needs point of contact for Grethe Peterson and for Arnie Ferrin's family. Matt will work on getting that information as Grethe is going to rent her unit and Arnie Ferrin's family is believed to be in the process of selling the unit.
10. Ed will follow up with Clear Cut and Jim Kessler after the Annual Meeting.
11. Ed will also follow up with Dean Webb, the structural engineer, about next steps.
12. Items of clarification that George had presented to the Board in an earlier email were discussed.
13. The Board finalized the annual meeting agenda, including the packet, and roles of various Board members at the meeting.

Board Member Section

The Board discussed streamlining how reimbursements are handled and day to day operation of the building. Matt and Ed will work out a system so that Board members are not inundated with questions regarding reimbursements and day to day issues that can be handled by Ed and Matt.

The Board discussed the need to do more investigative work on car chargers and the impact on the building. It's not a matter of "if" but "when".

The next Board meeting will be Friday March 10 at 4:30pm at Layne's condo.

There being no other business, the meeting was adjourned at 6pm.