

Donner Place HOA Board Meeting Minutes

January 16, 2026, Unit 203

Call to order

Hugh Barlow welcomed everyone and started the meeting at 2pm.

Roll Call

Board members present: Hugh Barlow, George Durham, Layne Guerts and Ed Sweeney. Joan Cvar was excused. Jen Jolley was present representing Welch Randall.

Approval of Minutes of 12/15/25 Board Meeting

George made a motion, seconded by Layne to approve the minutes from the December 15, 2026, Board meeting. The motion was approved by a unanimous vote.

Unfinished Business

Holiday Lights

A discussion took place regarding when the holiday lights should be shut off. It was brought to our attention that the House Rules stated holiday lights should be taken down seven days after Christmas. A motion was made by George and seconded by Layne that the Board amend the House Rules to indicate that Christmas lights will be turned off no later than the end of January and if any displays in the entrance lobbies will be taken down during the same time. Ed, Layne, and George voted yes. Hugh voted no. The motion carried. It was also discussed that the words "Winter Holiday lights" should be used out of respect for our non-Christian residents.

Upcoming Insurance Renewal

Jen is working with an insurance broker to get prices on the HOA's various insurance policies. Hopefully we will have cost estimates from the broker prior to the Annual Meeting. We are hearing that there may be issues such as sprinkling of the building and BBQ's on the patios.

North side wear and tear of common areas due to remodels

Ramiro, working with the Board is going to look at the wear and tear of the north side first and second floors. The remodeling of four units over the past two years has had an impact on those common areas, in particular the doors and walls.

Fire Safety Emergency Plan

The fire alarm went off recently when Colin Murphy was sweeping his entryway in 701. His sensor, by the elevator, could not tell the difference between smoke and sheet rock dust and it went off. The fire department came up and turned the alarm off. They said that happens often when dust is created close to a sensor. There were a number of residents that did not hear the alarm which was very loud. The Board is going to ask the fire department to come to the building and educate the Board on what type of fire safety emergency plan we should have in place.

Preparation for Annual Meeting

Jen is preparing an agenda for the Annual Meeting. It will include reports on the status of insurance, election of three open Board positions, Fire Safety, Amending the House Rules, Recycling, Garage Door and the status of Concrete Repair, Railings and Replacement of the Tiles.

Board Elections

There are three Board seats that are open. They include Layne, George and Joan. Jen will be sending a notice of the Annual Meeting, along with a proxy and ballot to all unit owners.

Concrete, railing and tile replacement

Mark Bettilyon in Unit 401 has shown an interest in helping with the projects involving the protection of the concrete in the building, replacement of the railings on the patios and the replacement of the tiles on the building.

New Business

Remodeling of Unit 604

George made a motion and seconded by Layne to approve the remodeling of Unit 604. The motion carried unanimously. Ed abstained from voting.

TK Elevators

TK Elevators has offered a plan to pre-pay for parts for the two elevators. The Board will review the proposed plan and get back to TK.

Unit 301

Unit 301 should be reminded to finish putting away material in their parking stalls.

Passing of Pat Jackman

George recommended that we put in the next Monday Report the recent passing of Pat Jackman a former resident of Donner Place.

Open Forum

Next Board Meeting

The next Board meeting will be March 13 at 2pm at Layne's condo.

Adjourn

There being no other business the meeting was adjourned at 4pm.