



Rimfire Lodge Condominium Association, Inc.
7 Rimfire Rd., Snowshoe, WV 26209

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
July 3rd, 2020
Conference call at 8:30am EST

Board Members in Attendance: Kevin Elvin, President
Jim Armbrust, Vice President
Geoff Truslow, Commercial Representative

Others in Attendance: Meredith McNeely, Association Manager
Katie Bright, CPA

Call to Order

The meeting was called to order at 8:34pm EST.

Certification of Quorum

A quorum was established with all board members present.

Consideration of Roof Replacement Bids

Bids were received from three companies for roof replacement: Alpha Construction, Ultimate Roofing, and Kalkreuth. Three different roof options were visited: asphalt shingle, standing seam metal, and synthetic slate. Mr. Armbrust made a motion to award Alpha Construction for bid in the amount of \$653,939.00. Motion also to include acceptance of the of the upgrade to Owens Corning Preferred Protection Limited Warranty in the amount of \$5,600 for an upgraded TruPROtection Period from 5 years to 20 years, as well as add a 10-year workmanship warranty. Mr. Elvin seconded the motion which carried unanimously.

Annual Meeting

Due to the current state of affairs, social distancing requirements, and the likelihood of Treasure on the Mountain weekend being held virtually (due to State Fair being cancelled), the Board has determined that it is in the best interest of

the association to have the annual meeting on August 8th, 2020 virtually and will not be holding an in-person meeting.

Consideration of Proposed 2020-2021 Budget

In advance of the meeting, the Board was provided with the first draft of the proposed budget for the 2020-2021 fiscal year. Some notable changes include adjustments in various line items to bring expenses closer to actual figures from the prior year, adjustments to personnel expense lines based on duties performed and budgeted salaries, and an increased contribution to maintenance reserves.

In March, Snowshoe Mountain, Inc. terminated the remittance of the parking fee revenue to the association that was collected from Snowshoe rental guests. The Board approved an Amenity Fee policy in April 2020 to institute a mechanism to replace the parking fee income in the budget. Parking fee income (now referred to Amenity Fee income) was reduced by 30% in the proposed budget from ~\$50,000 to \$34,400 due to anticipated impact from the COVID-19 pandemic.

CityNet television expense was discussed and it was noted that HBO costs the association ~\$10,000 and results in a 1% average increase to residential dues. Due to modern streaming options, Mr. Elvin made a motion to terminate HBO service. Mr. Armbrust seconded the motion which carried unanimously.

Lastly, a change in the Rimfire Lodge Maintenance cell phone policy was changed resulting in cell phone stipends being removed for all employees except the Maintenance Supervisor who remains on call after hours. One maintenance position was eliminated resulting in 2 full time maintenance technicians (including the supervisor), one custodial position, and two parking garage attendants.

Mr. Armbrust left the meeting at 10:21am.

Mr. Truslow made a motion to approve the proposed draft 4 of the FY 20-21 budget with a 3.8% residential increase and an 11.1% commercial increase. Mr. Elvin seconded motion which carried with a 2-0 vote.

Consideration of Parking Garage Policy

Mrs. McNeely presented the proposed Parking Garage Policy that will outline the policy and procedures related to the underground parking garage and the paid parking meter. The Board discussed some changes to the policy that were implemented and reissued to the Board for consideration. Mr. Armbrust made a motion to accept the Parking Garage Policy with the implemented changes. Mr. Elvin seconded the motion which carried unanimously. Policy will be posted to the HOA website and distributed to the ownership with the first meeting notice and budget.

Miscellaneous

Discussion was had regarding delinquent owner accounts. Mr. Elvin made a motion to engage Lewis Glasser for

Adjournment

With no further business before the Board, Mr. Elvin made a motion to adjourn the meeting at 10:25am and enter a closed session for delinquent account discussion. Mr. Truslow seconded the motion and the open meeting was adjourned.

Collections discussion: Closed Session

Mr. Elvin made a motion to allow the association's attorney with Lewis Glasser to pursue collections against delinquent accounts as discussed based on June 2020 financials. Mr. Truslow seconded the motion which carried 2-0.

Mr. Truslow made a motion to adjourn the meeting at 11:16am. Mr. Elvin seconded the motion and the meeting was adjourned.