



Rimfire Lodge Condominium Association, Inc.  
PO Box 382, Snowshoe, WV 26209

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**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**July 8<sup>th</sup>, 2019**  
**Conference call at 1:00pm EST**

Board Members in Attendance  
via Teleconference:

Kevin Elvin, President  
Jim Armbrust, Vice President  
Geoff Truslow, Commercial Representative

Others in Attendance:

Meredith McNeely, Association Manager  
Greg McNeely, Association Manager  
Katie Bright, CPA

Call to Order

The meeting was called to order at 1:02pm EST.

Certification of Quorum

A quorum was established with all board members present.

Consideration of Proposed 2019-2020 Budget

Discussion began with conversation regarding the addition of a new revenue line for garage parking fee income. The Board plans to implement a fee for guest parking in the parking garage (similar to the fee charged by Snowshoe for parking). While the initial year will be a test year, the Board estimates that it will likely bring in \$150,000. There was no real change in the other revenue lines from the prior year. There were several lines that were reduced due to the hiring of maintenance personnel that will offset various maintenance expenses. 4 employee positions were budgeted including two garage attendants. Funds were separated out of the Maintenance Reserve fund into a separate line item for exterior painting as it cannot be treated as an MR expense. Various minor adjustments were made to random expense lines due to forecasting and to bring numbers more in line with 5-year averages. Final budget resulted in an average

residential increase of 1% and an average 10.8% commercial increase. Mr. Elvin made a motion to approve Draft 4 of the 2019-2020 proposed budget. Mr. Armbrust seconded the motion which carried unanimously.

#### Consideration of Proposed Policies

Management drafted and proposed 4 policies for Board approval: 1) Fines & Enforcement Policy, 2) Collection Policy, 3) Policy on the Procedures for the Adoption of Policies, Procedures, Regulations, or Guidelines, 4) Hot Water Heater Policy. Minor edits were discussed and Mr. Truslow made a motion to approve the policies as discussed. Mr. Armbrust seconded the motion which carried unanimously.

#### Miscellaneous

The interior update was discussed and it was noted that the Interior Design team from New York would be on site at the end of the month for a project walkthrough. It was also noted that in-house staff could be used for interior painting in an effort to achieve cost savings for the project. Some labor could be billed back to Snowshoe under the Momentum Project commitment.

#### Adjournment

With no further business before the Board, Mr. Armbrust made a motion to adjourn the meeting at 2:23pm. Mr. Elvin seconded the motion and the meeting was adjourned.