



FRANCISCAN OWNERS' ASSOCIATION



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Minutes of the Board of Directors Franciscan Owners' Association DRAFT

Date: April 14, 2018
Location: Teleconference Meeting

1. **Call Meeting to Order: The meeting was called to order at 9:03 AM**
2. **Roll Call**
 - a. Secretary Steve Sharpe established that the following board member were present: Craig Evans, President, Dennis McNamee, Vice-President, Steve Ghadiri, Treasurer, Steve Sharp, Secretary and Michelle Criste, Member at Large.
3. **Acknowledge Presence of Guests / Visitors**
 - a. Ron Parson, Management, invited.
 - b. Kay Williams, Resort Manager, invited
 - c. Janeth Herrera, Office staff, invited
 - d. Katy Carman, GMC staff, invited
4. **Owner comments (limited to 5 minutes per owner, for a total of 30 minutes)**
 - a. Two owners were on the conference call. Both owners made comments.
5. **Approval of Past Minutes**

Motion to approve the minutes from the January 20, 2018 board meeting. 1st: Steve Sharpe, Steve Ghadiri 2nd.. Motion Passed.
6. **President's Report**
 - a. Nothing to report.
7. **Treasurer's Report**
 - a. Review of the March 2018 Financials. Steve Ghadiri, and Ron Parson reviewed the FOA financial reports as provided by McClintock Accountancy.
 - b. Review of Current Loss Runs, Present Activity / Claims. None to report.
 - c. Review of Incidents. None to report.
 - d. Approval of the 2018/19 Budget.

Motion to approve the 2018/2019 Franciscan Owners' Association proposed budget as presented. The budget includes a 5% increase in the Operating and Reserve Funds. The budget is effective beginning July 1, 2018. 1st: Steve Sharp, 2nd: Dennis McNamee. Motion Passed
8. **Committee/Working Group Reports**
 - a. Master Plan
 - i. Craig Evans and Ron Parson reviewed the Draft Master Plan, which is in progress.
 - b. Franciscan IT Utility planning
 - i. Ron Parson reviewed the ongoing process of evaluating and upgrading the internet, T.V. and phone systems (IT Utility) at the Franciscan.
 - c. Election Procedures.
 - i. Craig Evans discussed the need to update the FOA Election Rules.

Motion to authorize the President to engage counsel to update the election section of the Bylaws and any additional code updates that are identified: Steve Ghadiri, 2nd: Michelle Criste. Motion Passed

9. **Association Management Report.**
 - a. Operations update
 - i. Ron Parson gave an update on property issues such as painting, property maintenance, snow removal, etc.
 - b. Rental Program Report
 - i. Ron Parson gave an update on the financials
 - ii. Third Quarter Rental Program income
 - iii. Air B&B update
 - c. Owner changes/sales.
 - d. Condo Use Rules and Enforcement.
 - i. Ron Parson reviewed communications with owners violating the 14-day maximum stay rule.
10. **Operations Committee.**
 - a. Report by manager Ron Parson on the following items:
 - b. Ron Parson gave an update on reserve plan projects.
 - c. Ron Parson gave an update on ADA action plan.
11. **Board in Executive Session.**
 - a. Closed Session/Adjourned regular meeting.
 - i. The board adjourned the regular meeting at 11:37 AM and entered a closed session to discuss issues permitted by Section 6.6 of the FOA By-Laws.
12. **Regular Meeting.**
 - a. The board reconvened the regular meeting at 11:57 AM.
13. **Items Discussed in Executive Session.**
 - a. The board directed management to continue with enforcing the association Delinquent Assessment Policy procedures regarding 30-day letters and pre-lien notification.
14. **Next Meeting.**
 - a. The next meeting of the Franciscan Owners Association Board of Directors will be Friday, June 8, 2018, 6 PM at the Franciscan.
15. **Adjournment.**
 - a. The meeting was adjourned at 12:00 PM

Craig Evans
Franciscan Board of Directors