



## ANNUAL MEETING MINUTES

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### VAN RAND PROFESSIONAL CENTER CONDOS ASSOCIATION WEDNESDAY, SEPTEMBER 18, 2024, AT 1:00 PM

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1. **Call to Order** the meeting was called to order by Bob Johnson at 1:03 p.m.
2. **Verification of a Quorum** A quorum was established with a majority of the members present either in person or by proxy. The two meetings were combined. Also present was Haley Markward and Bob Johnson of Integrated Mountain Management.
3. **Approve Prior Meeting Minutes** Lyndie made a motion to approve the meeting minutes, seconded by Ryan Alford and all were in favor. The motion carried.
4. **Financial Review** Bob Johnson reviewed the financial statements as of July 31<sup>st</sup>, 2024. He reported a balance of \$22,679 in the Operating account and \$22,303 in the Reserve account. Aged Receivables are low. The Budget Comparison report was reviewed, and Bob reported that the Association was expense over income by \$28,000 year to date when compared to the annual budget. This is due to drywell project, updates to the building's locks, and HVAC work. Budget to be ratified with a contribution of \$50,000 to Reserves.
5. **Discussion and Action Items**
  - a. **Recap 2024 Projects** A bigger drywell was installed into the Northwest parking lot. Replaced parts on the HVAC system. Rekeyed the doors, changed codes, and locks to enhance security to building.
  - b. **2025 Projects Prioritized**
    - The members want the drywell on the South parking area closer to Grand to be updated. There was discussion of getting the potholes repaired and then crack seal when the weather warms up. We will also stipe the parking lot in the spring.
    - There was discussion on the directory sign information to date. A committee formed to take on the directory sign project.
    - The Association needs to gather estimates to repair or replace the roof.
6. **Additional Business / Education** The Association's policies needs to be reviewed and signed. The Collection policy was recently updated due to state law changes.



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**7. Board Member Elections** There were no volunteers to run for the open Board position. One Board member is selling their unit and so an email of interest will be sent to the members to fill the open position at that time.

**8. Adjourn** at 2:05 pm

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*Executed by Integrated Mountain Management on behalf of the VRPCC Board of Directors.*

**Bob Johnson**

Founding Partner/Executive Vice President

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