

## **DRAFT**

### **Waterbury Inn Owners Association Meeting**

**November 12<sup>th</sup>, 2016**

#### **Call to Order**

- The meeting was called to order at 9:00am by Dan Zimmerman, Board President
- Board of Directors, Dan Zimmerman, Rose Mastricola, Chuck Frain, Bill Niemiec, and Dean Brandner were all present.
- Owners Representatives Mike Gadsby, Dan Lindstrom, and Roger Dumke were present.
- General Manager, Traci Vartanian was present. Assistant Manager Wally Vartanian was also present.

#### **Approval of Minutes**

- The minutes from the September, 2016 Board of Directors meeting were reviewed. A motion to approve was made to approve the minutes by Mr. Frain and was seconded by Mr. Niemiec. The motion to approve the minutes passed unanimously.

#### **Communications**

- Rose: "Owners who are concerned about the Waterbury being closed for 3 months." A list is going to be put together of what is normally accomplished during this time period and will be presented in March at the Annual Owner's Meeting.
- Dan: Reminded everyone that the three months while staff gets winter projects done was also their limited opportunity to take vacation time.

#### **New Business**

- Wulf Brothers Heating/Cooling came in to give a presentation on new heating and cooling units for all of the condos.
- We decided to postpone any decision and vote until the January, 2017 Board Meeting.

### **Finance Report**

- Income and owners proceeds are up for the 2016 rental year.
- Hallway and stairwell carpet will be replaced if Traci and the board feels we have enough extra funds in the Rental and Maintenance accounts.
- The Reserve fund will cover the down payment on the hardwood furniture so it can be ordered and delivered in Feb/March. This allowed us to bill owners in two installments (Jan & April). These funds will go back into the Reserve account after the owners April quarterly is paid.

### **Manager's Report**

- We will no longer be offering AARP, Group or Senior Discounts for peak season. We will still offer military discounts.
- Off season room rates have been adjusted slightly higher.
- We have hired two new employees. Chloe is a part-time housekeeper and Victor will cross train.
- H2B Visa, was an option that was being explored to allow for seasonal staff to be able to stay longer and continue working. After researching the topic it was determined that there were many variables that made this program difficult to be a part of. There is more cost associated to the program and no guarantee that we will still be able to recruit individuals. More research on the program is going to be done during the off-season and we will re-evaluate.

### **Building and Ground Report**

- Discussion was had to include bedroom blinds to the assessment in January for the furniture. The blinds will now match the blinds in the living rooms. Motion was made by Mr. Niemiec and seconded by Mr. Frain. The motion to replace the blinds in the bedrooms passed unanimously.
- Estimated cost \$75/1 bedroom  
\$156/2 bedroom
- Condo documents have been reviewed by Dan and Rose to make sure that everything is up-to-date and in accordance with how we conduct business today. These documents will be made available on our website.

-If the for sale/listing sign in a condo reflected incorrect information, the posting was removed and each realtor was contacted. Generally most postings had the incorrect figure for start-up fees and for quarterly fees. Owners should contact their realtors to correct the information and then repost the listing in their units.

-We will be re-arranging the kitchen storage during the off-season to try and make dishes more easily accessible.

-\*PLEASE MAKE SURE TO CLEAN OUT YOUR OWNERS CLOSET BY FEBRUARY 11. IN SOME OF THE CLOSETS BECAUSE THEY ARE FULL. IF YOU HAVE NOT BEEN HERE IN AWHILE AND ARE UNSURE IF YOUR CLOSET IS FULL, PLEASE CALL MANAGEMENT.

**-ANY OWNERS WHO ARE INTERESTED IN RUNNING FOR THE BOARD OR AS AN OWNER'S REPRESENTATIVE IS ASKED TO PLEASE SUBMIT A BIO AND INTENT PRIOR TO JANUARY 31<sup>ST</sup>.**

**PLEASE SUBMIT TO BOARD SECRETARY BILL NIEMIEC and Traci Vartanian**

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**Adjournment: 12:04pm**