

**DRAFT**  
**Waterbury Inn Owners Association Annual Meeting Minutes**  
**March 14, 2015**

- Owners signed in and Dan determined that the owners who were present and the proxies that were sent constituted a quorum.
- President Dan Zimmerman called the meeting to order at 9:00 a.m.
- Board of Directors, Dan Zimmerman, Rose Marie Masticola, Chuck Frain, and Bill Niemiec were present. Roger Dumke was excused.
- Owners Reps, Curt Albers and Mike Gadsby were present.
- General Manager Traci Busch and Assistant Manager Wally Vartanian were present.
- Owners present: Jaime and Kathy Malwitz, Sylvia Kostiuik, Tim and Diane Ebenreiter, Pat Thies, Dan Lindstrom, Peter Jackson, Dwight and Barb Wernquist.
- Eleven proxies were sent by owners unable to attend the meeting.
- The March 8, 2014 minutes of the Annual Owners' Meeting were approved unanimously.
- The January 17, 2015 Board Meeting Minutes were approved unanimously.
- The meeting agenda was approved.
- No communications were submitted for discussion.
- Rose Marie Masticola and Traci submitted an Operations and Manager's Report that was self-explanatory. See attached Comprehensive Summary.
- Wally outlined his goals as our new Assistant Manager. He will be implementing new organization methods that will make running the Waterbury more efficient particularly in the busy season. He will be using a new inventory control. He is working on writing standard operating procedures, and making sure that we are OSHA compliant.
- Stephanie submitted a written report related to group sales and housekeeping. See attached document.
- Bill gave an oral report about the status of the buildings and grounds. The windows are done. Eventually the furniture will need to be replaced.
- Dan gave an oral report about the fiscal state of the Waterbury. Financially, we are in good shape. We changed our budgeting process. At our accountant's suggestion, we now base our budget on a five-year average.
- Owners raised questions and discussed concerns about issues and old business.
  - A suggestion was made to research the possibility of having garbage disposals installed in units that could accommodate one. Traci will check into this.
  - Diane Ebenreiter volunteered to research making the kitchen more functional. She will consider the possibility of repositioning the microwave to provide more counter space and the relocating dishes so that they are easier to access.
  - The possibility of having pet friendly rooms was raised again. No owner would be required to do this, and the management, board, and

owners will continue to consider this option particularly for owners who want to offer their units as pet-friendly and have a unit located near an exit door.

- A question was raised about to what degree units need to be standardized. Non-standardized rooms (with exceptions related to décor) make it difficult for management because guest see “something” in one condo and expect to see it in their condo as well, or request a room change.
  - Traci announced that if you have tax questions to contact our accountant, Tim.
  - The Board reminded owners’ to periodically review the replacement schedule. Traci will make sure that this document is on our website.
  - Dan Lindstrom suggested that we revisit our policy of owner usage during the peak season. He will draft a motion that provides a little more flexibility and send it to the Board to be discussed at the June meeting.
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- No new business related to the Waterbury was discussed.
  - Nominations/elections for board member positions and owners’ representative positions were held. Rose and Dan were re-elected. We had four names submitted for three owners’ rep positions. After a vote was taken, the owners’ representatives for this year are Curt Albers, Mike Gadsby, and Dan Lindstrom.
  - The annual meeting was adjourned at 10:55.
  - A brief board meeting was held following the annual meeting. Officer positions were assigned. Dan Zimmerman will continue as president. Rose Marie Masticola will serve as vice-president and secretary. Roger Dumke will be the treasurer. Bill Niemiec will continue in his role working with buildings and grounds. Chuck will serve as an at-large member of the Board.
  - The BOD meeting schedules is as follows: June 6, 2015; September 12, 2015; November 14, 2015; January 16, 2016; and the annual owners meeting is on March 12, 2016.

Respectfully Submitted,  
Rose Marie Masticola  
BOD Vice-President/Secretary