

## Waterbury Owners Meeting

March 19<sup>th</sup>, 2019

### In attendance:

Dan Zimmerman 216, Board President, Rose Marie Mastricola 104, Board Vice President; Chuck Frain 203, Board; Dean Brandner 102 & 105, Board Secretary; Traci Vartanian, Waterbury General Manager; Wally Vartanian, Asst Mgr; Roger Dumke 108; Mike and Betty Gadsby 122; Dan Lindstrom 217; Eugene Fenner G04 & 120; Sylvia Kostiuk 106; Pat and Scott Thies G06; Dennis and Nadine Kapustka 213; Tom and Shirley Delahunt, 109; Albert Stefan 206; Julie Voelker 207.

### Proxies received:

Peter Vlasis 118, Ronald and Karen Grosse 116, John and Donna Wellhausen 218, Stephen and Margie Morris 201, Jamie and Kathy Malwitz 209, Roger Bancroft 202, James Williams 215, Steve and Lynette Stoffregen 115, Jon Spoerry 208, Kent Carnahan 110.

### Sign in item 1

Item 2 – 9:06 call to order – 26 owners with 28 rooms represented, over 50% and have quorum.

Item 3 - Approval of Owners March 10, 2018 Meeting minutes. Bud Fenner made a motion to approve, Roger Dumke seconded, unanimously passed.

Item 4- Approval of Board Meeting Jan 19, 2019 board of directors. Rose made a motion to approve, Dean stated the minutes were not yet finalized. No action taken.

Item 5 - Approval of Agenda, no changes.

Item 6- Communications.

- A. Dan Zimmerman stated we are starting the process for hiring a new General Manager (Traci is leaving) and Dan invited owners to partake in this process. Dan reviewed the process from the last hire (Traci) 13 years ago, and touched on some options. Dan would like to see a three month overlap of Traci and the new GM. The interview process will start in October is currently the plan.
- B. Rose updated the bathroom renovation. Julie Voelker asked about painting the vanities, with Rose indicated that it would be investigated to see if that would be a plausible option. The flooring is purchased. The cost should be under \$4,000 per room, with any unexpected expenses such as subflooring, being extra. Unexpected expenses are on a as needed basis per each bathroom. We don't know what the condition of items under the bath tub and current flooring, causing unexpected expenses.

Item 7- State of the Waterbury

- A. Operations and Managers Report. Report passed out. Traci indicated J1 foreign student help are all new, three signed, not government approved yet. The Federal requirements are starting to push for single rooms and not multiple occupants per room as the Waterbury does. John (full time employee is leaving April 1<sup>st</sup>. John, a part-time employee, is leaving April 1<sup>st</sup>, and Roberta will not be returning this summer season. Traci stated renovation will start on November 4, 2019, starting on high side first (114-122) and high side second (211-219). Until the project is started, we do not have an idea of how long each room will take. If you want to come while your room is down, please contact an owner that has a room still open for business and trade with them.
- B. Rose's room inspection is complete, mostly very minor items to finish. One item to look at would be woodwork, it needs staining or touch ups. Owners closets must be cleaned yearly and only items stored that are non-perishable. The Waterbury management has the right to go clean an owners' closet without permissions if it is deemed a health issue, perishable, smells, fire hazard, etc. Management can and will remove items and clean as needed. Rose will send an Email to all owners as a reminder. Replacement schedule is updated and on the owner's website, it is a document that get updated as needed.
- C. Dan Lindstrom had questions on the new bookkeeper and what the issue was with the old accountant. The board responded the following: Tim is not helping Michelle (new bookkeeper), Tim may not do 2018 taxes, Michelle currently works for Tim but is leaving in April to be 100% on her own. Dan Zimmerman reported Michelle was hired to come in two times per month into the Waterbury and work. Tim was not able to provide certain documents the board and the GM requested, as well as other factors with Tim's leaving. Wally reviewed the handout, with the highlights being; third best year in revenue, room nights were fourth best on record, booking for 2019 are strong, and average daily rate per room was best ever. Dan Lindstrom asked about maximum nights owners might stay, clarifying if it was increased the resale of units may go up, occupancy rates are supporting of this as a possibility. Local zoning states 29 consecutive days is maximum, Waterbury is zoned as a hotel. Dan Zimmerman reporting for Bill Niemiec (Treasurer, absent) reviewed a handout from a November and January board meeting, these reports are basically a balance sheet and income statement and budget rolled into one. Rose read an Email from Bill stating there were no significant changes or differences from last year and that the board and Waterbury management continue to look at expenses.

Item 8 - By-Law Amendment to change the date of the annual owners' meeting. The By-Laws require a two-thirds approval for any amendments, which is a quorum 31 units represented in person or by proxy. The quorum was not met, so a vote on the motion was not taken.

Item 9- Questions/Concerns. No questions.

Item 10 – Old business, none

Item 11- Nominations and Elections for Vacant Board Positions. Votes and proxies counted, Dan Zimmerman and Rose Masticola win with Bud Fenner receiving two write-in votes.

Item 12 – Nominations and Elections for Owners’s Representative Positions. Votes were counted and Mike Gadsby and Bud Fenner win the two vacant seats.

Item 13 – New Business. Dan Lindstrom asked the board to review owners nights stays (see section 7C). An ad hock subcommittee was formed with Al Stephen, Dean Brandner, Rose Masticola, and Dan Lindstrom.

Item 14 – meeting adjourned 11:37 AM

Respectfully submitted, Dean Brandner, Waterbury Inn Board Secretary

**Board Meeting immediately followed the Owners meeting**

Bud made a motion that all Board members retain their same positions, Chuck seconded, and motion passed unanimously. The positions are as follows:

Dan, President

Rose, Vice President

Dean, Secretary

Bill, Treasurer

Chuck