

SUMMIT CONDOMINIUM ASSOCIATION, INC.  
PO BOX 2811 SUN VALLEY, IDAHO 83353  
PIONEERWESTSUNVALLEY.COM  
P: 208.726.9897 | E: [JUSTIN@PIONEERWESTSUNVALLEY.COM](mailto:JUSTIN@PIONEERWESTSUNVALLEY.COM)

## BOARD MEETING | MINUTES

**APPROVED**

Tuesday June 11, 2024 @ 9:00am

In-Person at PioneerWest Property Management Office  
360 9<sup>th</sup> St E, Unit #2 Ketchum, ID 83340

Virtual Zoom: <https://zoom.us/j/92968182837?pwd=J8HTZ1QbpJwG4Abj4Kq0bgJcrrDCU1.1>

- **Call Meeting to Order**

- Meeting was called to order at 9:08am
- Board Members in attendance:
  - Mary Jo Pinnel
  - Bart Nisonson
  - Pam Anderson
  - Russ Satake
- Board Members absent from the Meeting: John Hutchinson
- Association Members in attendance: Judy Fuller, The Dwyer's, and The Burkehart's.

- Meeting started with a presentation from Chris Black, the General Contractor for the exterior renovation project.

- Chris reported that siding will start today on building 3. The stucco and painters will start on the 17<sup>th</sup>. They will start on the south building for stucco, unsure at the time of the meeting where the painters will start.
- Flashing was slightly delayed due to weather conditions, but they have continued to hang Tyvek and continue with prep work on the other buildings.
- Projected completion date is still on target for October 18<sup>th</sup>.

- Discussions regarding the end of select members of the board terms are coming to an end. Russ requested that any interested members that would like to be on the board present themselves before the annual meeting.

- **Approve Previous Meeting Minutes**

- Meeting Minutes from January 25, 2024
  - Minutes for this meeting were previously approved, March 22 meeting minutes were forward to Justin for review and will be approved at a subsequent meeting of the board.
    - ***Motion to approve January meeting minutes made by Mary Jo, seconded by Russ, unanimously approved***

- **Financial Review**

- Balance Sheet Review
- Accounts Receivable Review
- Budget vs. Actual Review

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- Justin Presented the Balance Sheet, which after closing out the previous fiscal year appeared to be nominal. It was noted that funds in the Raymond James account are accruing interest at 5%.
- It was further noted that the association is waiting on the balance from insurance to be refunded.
- Justin presented the P&L, with the update to QuickBooks Online, there was some confusion to the report. Russ proposed to have the reports re-worked and submitted to the board for review post meeting.
  - ***Motion to review via email with updated documents for the format Russ requested made by Russ, Seconded by Bart, unanimously approved.***
- **Old Business**
  - Exterior Stucco & Siding Project Update
    - Stucco repairs and remediation were well covered by Chris Black at the beginning of the meeting.
  - Insurance
    - Nationwide Insurance Claim Status
      - Justin spoke with Mitch the current claims adjuster with for Nationwide, they have requested additional documents as well as current documents that were submitted by the Burkhardt's. More information will be provided as it becomes available to PioneerWest and the board.
- **New Business**
  - SentryWest Insurance
    - Review of current policy was addressed and that SentryWest is working on getting options from other carriers that specialize in HOA policies. The issue currently is the liability risk and unclosed claim with Nationwide that is preventing any forward progress.
  - Review Cost vs. Budget
    - Discussion of Budget and Dues Revisions
      - Deferred to Executive Session
  - Unit #2821 (Judy Fuller) Request for railing
    - Judy Fuller has requested of the board that a railing in the common area in front of her unit be installed. It was noted that it might be an ADA requirement to have such a handrail in place. Further discussions regarding its style and materials were discussed.
      - ***Motion to approve the installation of a handrail on the east side fo the stairs closest to the light pole on the south building in front of unit 2821, with materials to be determined at a later date. Motion made by Robert, Bart seconded, unanimously approved***
- **Management Update**
  - Unit Inspections



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- PioneerWest will no longer be providing unit inspections, this is the responsibility of each individual homeowner to facilitate and not the Association's responsibility or cost to bear. PioneerWest will provide unit inspections and bill separately at a \$100 per month for 2 inspections per month. This was further explained that this opens liability to the association and PioneerWest.
- **Contract Renewal**
  - The current contract is set to expire in 60 days. PioneerWest will work to draft a new contract for the board to review.
- **Open forum**
  - The Dwyer's raised questions about the Rules and Regulations and having the HOA mandate to receive a copy of the individual unit's policies. Justin advised that this is not required under Idaho Code, and potentially other implications. Further review will need to be done. Additional question regarding potential litigation in the insurance, water intrusion matter, was made. It was advised that the board cannot speak further openly on such litigious matters. PioneerWest and the board will disseminate information as it becomes appropriate to do so, at the advice of counsel.
- **Future Business Matters**
  - Schedule Next Board Meeting
    - Tuesday August 6, 2024, 9:00am
  - Annual Meeting Confirmation – Thursday August 15, 2024 @ 3:00pm
- **Executive Session**
  - *Russ motioned to enter into Executive Session, seconded by Bart, unanimously approved.*
  - *In-person and virtual guests were excused*
- **Adjournment**
  - Meeting Adjourned at 10:29am