



Mission Ridge Condominium Association

Board of Directors General Meeting Minutes
March 28, 2024

PRESENT:

- o Terry Keller – President
- o Courtney Mountjoy-Reza - Secretary
- o Paul Soletto – Director
- o Tina Rozycki – Keystone Pacific Management

ABSENT:

- o Jane Vasquez – Treasurer
- o Sally Gibb – Vice President

I. CALL TO ORDER:

- o President Terry Keller called the meeting to order at 6:30 p.m.

II. APPROVAL OF MINUTES:

- o MSCM to approve the minutes of February 22, 2024.

III. FINANCIAL:

- o Treasurer’s Report given for account balances as of February 2024.
- o MSCM to approve resolution for February 2024 expenses in excess of \$10,000.
- o Board discussed actual expenses vs. budgeted expenses from January and February 2024.
- o Board to move forward with sending letters to owners with overdue late fees and rental fees.
- o MSCM to approve 2023 annual audit and send to homeowners.

IV. MEMBER DELIQUENCY:

- o Board reviewed delinquency report
- o MSCM to approve liens for APN # 434-200-10-18, APN # 434-200-07-24 and APN # 434-200-02-36.
- o MSCM to write off \$42 late fee on APN # 434-200-02-37.

V. ADMINISTRATIVE:

- o MSCM to approve architectural request for Unit 229 to install carport storage.
- o MSCM to approve architectural request for Unit 110 to install above balcony storage upon submission of photograph.
- o MSCM to approve architectural request for Unit 206 to install carport storage.
- o MSCM to approve architectural request for Unit 243 to install windows and sliding glass door upon submission of updated insurance certificate.

VI. NEW BUSINESS:

- o MSCM to deny request from Unit 7 to reverse late fee.
- o MSCM to approve rule regarding containment of secondhand smoke.

VII. HOMEOWNER’S FORUM:

- o 10225 hall lights and squeaky door
- o Amazon lockers
- o Termites
- o Weather damaged doors
- o Electrical Vehicle insurance requirements
- o Flickering lights
- o Distribution of new nuisance policy re smoking
- o Request for remote attendance at monthly general meeting
- o Spikes at drain pipe for raven nest

VIII. ADJOURNMENT:

- o Adjourned the General Meeting at 7:05 p.m.
- o The next scheduled Annual Meeting will be on Thursday, April 25, 2024.

** MSCM – Moved, seconded, carried by majority*

BOARD MEMBER SIGNATURE _____ (Terry Keller, President)

BOARD MEMBER SIGNATURE _____ (Courtney Mountjoy-Reza, Secretary)

DATE APPROVED BY THE BOARD _____