

Board of Directors Meeting Minutes Big Trout HOA

Meeting Called By: Dg Garcia

Secretary: Chris Lowe

Time: 6:30 PM

Type of Meeting: Special Board Meeting

Location: Liberty Lake Municipal Library

In-Person and Zoom

Attendees: Dg Garcia (President), Chris Lowe (Secretary), Roger Liermann (Treasurer), Dale Robbins (Vice President), Tim Liese (At Large) (via zoom) Owners: Terry Olson, Mary Manley, Lola Douthitt, John Pell, Ellen Pell, Dennis Utgaard, Lisa Nelson, John Bahr, Jan Piger, Colleen Warn, Diane Berry, Talia Torrano (Via Zoom), Sharon Hilditch, Marilyn Steen, Connie Norris, Karen Nehls

Minutes

Dg chaired the meeting and called the meeting to order at 6:31 PM.

Roll Call – All members of the board were present.

Dg presented presidents report reminding everyone about decorum during the meeting.

Chris made a motion to move items 6 & 7 (closed session items) up to numbers 3 & 4 and bump everything down. Seconded by **Roger**.

Discussion: Roger Asked what Chris' reasoning was for moving the agenda items?

Chris said he would like to have the discussion first before going into any action items then to resume the open public meeting. **No further discussion** – Motion passed unanimously.

Board entered closed session at 6:35 PM.

Board resumed open public meeting at 7:00 PM.

Dg explained that the board will be taking a vote on our new proposed company and explained how we came to the decision after reaching out to several Property Management Companies: Red Rock, Sentry, Operations Solutions Northwest, and Ponderosa. Red Rock advised Roger that they did not service condo's mostly rental properties. Operations Solutions Northwest was the only management company to respond. The others did not respond.

Dg made a motion to accept Operations Solutions Northwest contract. Seconded by **Chris**.

Discussion – None (Dg Garcia, Chris Lowe, Roger Liermann, and Dale Robbins yes), Tim Liese opposed. Motion carried 4-1.

Unknown Association Member asked why was Rockwood Property Management "let go"? Dg read the written notification submitted by Gil on July 26, 2023 at 5:25 pm (see attached) to advised of his decision to terminate his contract by submitting a non-renewal notification and to move forward with the turnover: "We will coordinate turnover once the board selects a new management company." Dg stated that Gil advised the Board verbally on June 5, 2023, and submitted written notification on July 26, twenty-one days later.

Dg made a motion to officially accept the non-renewal written notification from Rockwood Property Management agent, Gil Pierce, as of June 26, 2023. Seconded by **Chris**.

Discussion – None. Dg opened discussion up to the Association Membership.

Unknown Association Member asked was Gil's reason for leaving financial? Dg's response, "I don't know." Dg called for the question: (**Dg Garcia, Roger Liermann, Dale Robbins, and Chris Lowe yes**), **Tim Liese abstained**. Motion carried 4-0.

Dg asked if anyone in the community would like to add or have a request for an item to be placed on the agenda for consideration at our next meeting, hearing none, she then opened the meeting up for Citizen Comments.

Citizen Comments:

Terry Olson was happy to have a new management company but wants to be kept apprised of how the payment system is going to be transferred. Will it be a different or new bank account?

Lola Douthitt asked where are we on the security at the pool?

Linda Schneider asked is the property management company here or in Spokane.

Karen Nehls asked about the management's office.

Unknown Association Member asked about the cost factor.

Ellen Pell asked about other companies that are managed by Solutions and what the cost is and is it comparable?

Jan Piger asked about the hail claim.

Dennis Utgaard wanted to have something considered by the board. He mentioned that Rockwood was talking about accruing money for replacing siding since we stopped having garbage service under Rockwood and went to owner's handling their own garbage service. He would like to have the board consider discontinuing cable TV as an amenity to the members to keep our HOA dues at the same amount and not have to raise them and have the money saved used toward siding.

Sharon Hilditch asked about the potluck dinner and getting a date setup.

Hearing no further citizen comments **Dg** ended the citizen comments period and made a motion to adjourn the meeting, seconded by **Dale**. Motion passed unanimously.

Meeting adjourned at 7:26 PM.

These meeting minutes are respectfully submitted by Chris Lowe, Secretary

ATTACHMENT A

Begin forwarded message:

From: Dannetta "Dg" <dannetta3@gmail.com>
Subject: EMAIL NOTIFICATIONS
Date: July 26, 2023 at 4:23:45 PM PDT
To: Gil Pierce <gpierce@rockwoodpm.com>

Hello Gil,

We have, again, acknowledged your written notification, and accept your statement of non-renewal, at our Special meeting on Wednesday, June 26, 2023—as you may recall an email notification was sent on June 27, 2023, after receiving your email dated June 26, 2023 as well as July 13, 2023.

Thanks, Gil and RPM Team, for your continued attention and support.

Dg Garcia
VBT President
(916) 479-2444

Begin forwarded message:

On Mon, Jun 26, 2023, 5:25 PM, Gil Pierce <gpierce@rockwoodpm.com> wrote:
Hi DG,

As we shared at the Board Meeting on June 5, 2023, our management contact with the Big Trout Condo Association will not be renewed in 2024. We will coordinate turnover once the board selects a new management company.

Thanks
Gil

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Thanks
Gil Pierce
HOA/BOA Manager
Rockwood Property Management
(509) 252-7507 ex:101

Transmitted via email to gpierce@rockwoodpm.com

Mr. Gil Pierce
Rockwood Property Management
1421 N. Meadowwood Lane, Suite 120
Liberty Lake, Washington 99019

July 26, 2023

ACCEPTANCE OF NON-RENEWAL/TERMINATION OF MANAGEMENT AGREEMENT

Dear Mr. Pierce,

Pursuant to Sections 2 and 10 of the Management Agreement (the "Agreement") this Agreement was made and entered into on the 1st day of January, 2023 ("Effective Date") by and between Big Trout Condominium Association, a Washington non-profit corporation (the "Association") and Rockwood Property Management LLC, a Washington limited liability company (the "Agent").

On June 5, 2023, the Agent advised, via verbal communication, the Association of its non-renewal and on June 26, 2023, the Agent, formally conveyed via email a "Written Notification" of non-renewal."

The effective date on which the Agreement shall terminate and be of no further force and effect shall be August 31, 2023.

Pursuant to Section 3 of the Agreement, the Agent shall submit to the Association copies of all financial and administrative records applicable to the Association which have not been previously provided to the Board of Directors of the Association. All funds held by the Agent on behalf of the Association pursuant to Section 4.5., shall be released to the Association by September 7, 2023, excluding only such funds necessary to pay ninety (90) days of invoices for incurred and unpaid expenses of operation and management of the Property from the Association's funds held on behalf of the Association in an account by the Agent. All funds remaining after the payment of such expenses of operation and management of the Property shall be released to the Association pursuant to Section 4.5.1 of the Agreement on November 29, 2023.

On or before September 30, 2023, the Agent shall provide to the Association, pursuant to the Scope of Work and Additional Fees outlined in Exhibit A to the Agreement, an electronic copy, and a hard copy of (i) the detailed database of all Association members, owners and occupants of lots or units within the Association and (ii) the official records of membership in the Association.

As per the written notification, the Agent states "We will coordinate turnover once the Board selects a new management company," thereby terminating the Agreement with respect to the Agent's property management services for the Association's property (the "Property"). The Association accepts the notification and conditions for coordinating turnover, "once the Board selects a new management company."

Please be advised that our new management company partner will contact your office directly to begin the process.

Until further notice, please coordinate any direct questions to my attention. I may be reached at (916) 479-2444 or dannetta3@gmail.com.

Sincerely,

Dannetta "Dg" Garcia, President
Big Trout Condominium Association

Attachment A: Non-Renewal/Termination Notification dated June 26, 2023