

Mountainside Villas Owners Association
Board of Directors Meeting
March 22, 2014

Present at the Commencement of the Meeting: Ken Irish, Andy Blaher, Frank Spielman, Rhonda Griffith, Mary Stracener, Michael Kuzma, Wayne Ford and Jeff Reid

Absent: William Tanner and Peter Stark

Committee Members: Thomas Litten and Evvyn Blaher

Representing Management: Jocelyn Carl and Jeremy Grogg

The meeting opened with a motion to waive the reading and approve the minutes from the November 9, 2013 Board meeting. The motion was seconded and approved.

Executive Committee

No Report

Treasurer's Report

Frank Spielman, Treasurer, stated that the members of the budget committee include Frank Spielman, Ken Irish, Andy Blaher, Wayne Ford, Bill Tanner, Bobbi Prees and Michael Robbani. A motion was made to approve the committee members. The motion was seconded and approved. Mr. Spielman stated that the collections report looks good. To date, collections are 1/2% ahead of where they were at this time last year. The budget committee reviewed and discussed the different categories of the delinquent accounts. Management continues to work diligently at settling these accounts. The statement of operations is slightly above budget which is typical for this time of year. The refurbishments are also over budget due to the deck replacement. The reserve fund is fully invested in a nine-year program. In November, another security will be maturing and the monies will be going primarily toward the deck replacement. The budget committee discussed the beginning preparations of the 2015 budget. The budget committee will review the proposed budget in June and present it to the board for approval at the board level in September. The budget committee also reviewed and discussed the PRA reports which document the capital expenditures throughout the year. These reports are currently reviewed by the Membership and O & M committees. The budget committee will also be reviewing the summary reports and cash flow reports regularly to gain a better understanding of the long term aspects of the capital expenditures. Mr. Spielman is currently working on a formal policy for the reserve analysis and will discuss that policy with the budget committee in June. The policy will then be presented to the board in September.

There was discussion regarding delinquent accounts. Mike Kuzma suggested increasing the late fee applied to accounts in February. Jeremy Grogg stated that there is a policy that states either a dollar amount or percentage that can be charged for the late fee. He will be checking the policy and the board will discuss this further at the June meeting.

Membership Committee

Mary Stracener, Membership Chairperson, stated that the membership committee includes Mary Stracener, Evvyn Blaher, Peter Stark and Rhonda Griffith. A motion was made to approve the committee members. The motion was seconded and approved. Ms. Stracener commended management and employees for the high RCI scores to date: 4.8 for both housekeeping and maintenance and 4.9 for front desk. There was some discussion regarding staffing and employee turnover. Currently, housekeeping is short staffed and looking to fill several part-time housekeeper positions. Ken Irish read a letter sent by an owner to the board. The letter highly complimented the professionalism and outstanding service of Danielle Mitchell, Front Desk Supervisor and Jocelyn Carl, General Manager.

O & M Committee

Andy Blaher, O & M Chairperson, stated that the O & M committee includes Andy Blaher, Bill Tanner, Peter Stark and Tom Little. A motion was made to approve the committee members. The motion was seconded and approved. Mr. Blaher discussed the RCI scores, which were low in February due to the snow. Since then, the scores have greatly improved. Currently, maintenance is fully staffed. Housekeeping is looking to fill five housekeeper positions and two inspector positions. There was discussion regarding current housekeeping pay. The capital program is on schedule. To date, twelve decks have been completed and the remodeling of the upstairs bathrooms has begun. There was discussion regarding the use of golf carts by employees on the property. MVOA is working on obtaining a county ordinance authorizing golf carts to be used on site. The committee also discussed options for upgrading the wireless internet access in the units. Some of the options include increasing the bandwidth or using a fiber optic internet cable. There was extensive discussion regarding current wireless usage. Jocelyn Carl is analyzing the options. A recommendation will be presented to the board in June. In addition, the grounding support system for the communications through the units is the original system and needs replaced. That replacement will be added to the capital plan. The committee also discussed the continuation of the deck contract which will be the majority of the capital budget expenditures through 2016. There was some discussion about adding washers and dryers into the units. The washer/dryer proposal will be presented again to the membership this year. Mike Kuzma recommended adding a concrete walkway at units 76-80. Jocelyn Carl stated that there is a plan in place for adding the walkways where necessary.

Policy Committee

No Report

Great Eastern

Jeff Reid, reporting for Great Eastern, stated that construction has been completed on the new Family Adventure Park building. Construction will begin soon on a Ski School building. The ski season was extended twice this year and will remain open through the end of March. Great Eastern will again be housing international students for jobs throughout the resort, primarily in domestic services and aquatics.

Nominating Committee

Rhonda Griffith, Nominating Chairperson, stated that the Nominating Committee includes Rhonda Griffith, Peter Stark and Ed Price. Board members up for re-election this year are Rhonda Griffith, Frank Spielman and William Tanner. William Tanner will be retiring from the MVOA Board of Directors. Peter Stark will be standing in for Ms. Griffith as committee chairperson since she is up for re-election. The next two newsletters will include information for owners interested in serving on the Board. A motion was made to approve the committee members. The motion was seconded and approved.

MPOA Representative

Wayne Ford, MPOA representative, stated that the MPOA Board is looking into the best options to control the increased deer population on the lower part of the mountain which continues to be a problem. The MPOA board is looking to fill three vacancies on the board. Two of the board members up for re-election are retiring this year. At the recent meeting, a resident gave an update on a fund he and his wife started a few years ago to raise funds for UVA cervical cancer research. His wife recently passed away from cervical cancer. The next event to raise funds is a golf tournament to be held in August. Mr. Ford will be forwarding the information on how to become a sponsor of this event to the MVOA board members.

Management

Jocelyn Carl, referred board members to her written report which includes staffing updates and capital updates that have been accomplished to date. Deck replacement and refrigerator replacement is moving along smoothly. Guest comment cards are reviewed regularly by management to look for areas needing improvement. Currently, MVOA has thirty-four full-time

employees eligible for health coverage. Of those employees, fourteen are currently enrolled in health coverage, nine employees have waived coverage and eleven employees have other coverage. Currently, the only impact of the Affordable Care Act at MVOA is additional paperwork. There was some discussion regarding the new Health Care Act.

Unit Disposition

Mike Kuzma, Unit Disposition Chairperson, stated that the Unit Disposition Committee members include Mike Kuzma and Stacy Fulcher. A motion was made to approve the committee members. The motion was seconded and approved. Mr. Kuzma reviewed the current MVOA resale procedures. Jocelyn Carl forwards all offers to Mike Kuzma along with current unit resales for comparison. Mr. Kuzma then makes a recommendation based on that information. Currently, MVOA includes a list of units/weeks for sale in each check-in packet. Mr. Kuzma is recommending replacing that list with a revised list with color print that includes additional information.

Jeremy Grogg requested that the Unit Disposition Committee meet each Friday prior to the board meetings to address such issues. He also requested to be included on the emails pertaining to unit sales.

The committee will be reviewing a request of Great Eastern to purchase forty-two MVOA owned units for a cost of the 2014 maintenance fee.

There was extensive discussion regarding advertising for MVOA units/weeks that are listed for sale. The dates of the weeks for sale for the current year will be included in the listings.

Old Business

Jeremy Grogg gave an update of online services. To date, 284 owners have registered online. Of those owners, 204 paid their 2014 maintenance fees online. The online services will be highly marketed to all owners for 2015 maintenance fee payment as well as other services. Their will also be services available for MVOA staff through the use of tablets to more efficiently submit work orders, inventory units etc.

New Business

Frank Spielman reviewed and presented the 2013 audit draft to the board for approval. A motion was made to approve the audit as amended. The motion was seconded and passed.

There was some discussion regarding the golf cart usage. MVOA's attorney has drawn up a proposed ordinance modification for the County Supervisor. The next step is to present the proposal to the Supervisor Representative at Massanutten Resort, Mr. Breeden, who will review the proposal and look at the property area where the golf carts will be used. Mr. Breeden will then get the proposal on the agenda for the County Supervisor. Jocelyn Carl and Jeremy Grogg will be attending the meeting with the attorney.

With no additional business to be brought before the Board, a motion was made to adjourn. The motion was seconded and approved. The Mountainside Villas Owners Association Board of Directors Meeting adjourned at 11:45 a.m.

Recorded by Jocelyn Carl _____
General Manager

Submitted by Ken Irish _____
Association President

Submitted by Mary Stracener _____
Association Secretary