



Meeting Minutes

October 11, 2022 at 2:34pm-3:12pm

Location: Canoe Club

Meeting of The Canoe Club, Inc.

Meeting Facilitator: Missy Jonson

Board Members: Jennifer Harrell, Missy Jonson (President), Monterra Representative (Unassigned – Not Present) Ted Muhlner (Secretary/Treasurer) and Lela Newey (Not Present)

Attendees: Karley Connolly (Outgoing HOA Manager) & Maggie Penner (Incoming HOA Manager)

- I. Call to Order (Missy) – 2:34pm
- II. Review and approval of meeting minutes: 6/29/22, 7/21/22 (Annual), 7/28/22 & 8/1/22
[Missy motioned to approve, and Jen seconded the motion. All were in favor.](#)
- III. Maintenance Report (Tom) - None
- IV. HOA Manager Report (Maggie)
 - a) Fire Suppression Repair – Contractor (A&D Fire) found more rocks (see image below) in suppression lines. They are working up a plan to ensure proper function in the event of a fire.



[The Board would like to inform our insurance agent about the recent discovery of stones in the fire suppression system.](#)

- b) Palin Janitorial Review

[The Board would like the manager to get bids for other cleaning services available after challenges with attention to detail.](#)

- c) Alert Security Rate Increase
The Board would like to see if additional services are available with the rate increase.
- d) School Bus Agreement 2022-2025
Canoe Club pick up successful in 2021-2022 and Missy signed future agreement. The Board approved.
- e) Maggie Time Off 12/2-12/12 RTW 12/13
- f) Holiday Party Ideas
The Board would like to have our holiday party on 01/20/2023
- g) Newsletter Ideas

Financial Report (Ted) –

The Board reviewed the financial statements and found them to be in good standing.

V. Old Business

- a) Reserve Study - Proceed with reserve study update
Ted motioned to move forward with onsite reserve study in spring of 2023. Missy seconded the motion, and all were in favor.

VI. New Business

- a) Bank Signers
 - a. Add Signer: Maggie Penner will be added as a bank signer on all accounts at Glacier Bank and Whitefish Credit Union.
 - b. New Glacier Bank debit card to be issued with Maggie Penner's name on it.
 - c. Remove Signer: Karley Connolly will be removed as a bank signer from all accounts at Glacier Bank and Whitefish Credit Union.
 - d. See Meeting Minutes from July 28, 2022, for additional account changes.

The Board would like the manager to set up a meeting with the banks to get appropriate financial protocols in place.
- b) Lawn Maintenance 2022 Season Review & Contract 2023
The Board would like the manager to seek additional bids before moving forward with contract.

VII. Open Forum – None

VIII. Adjournment – 3:12pm

IX. *Executive Discussion* - Did not take place.

Upcoming Meeting Schedule: November 3rd @ 10am