



Meeting Minutes

August 1, 2022 at 11:00am-12:30am

Location: Canoe Club

Meeting of The Lakes Master Homeowners Association, Inc. & Canoe Club, Inc.

Meeting Facilitator: Missy Jonson

Board Members: Jennifer Harrell, Missy Jonson (President), Ted Muhlner (Secretary/Treasurer)
and Lela Newey

Attendees: Karley Connolly (HOA Manager)

I. Call to Order (Missy) – 11:00am

II. New Business

a) Manager Transition

a. IT Support

i. Ted Muhlner invited David Mayer with Endpoint Utility Company to discuss his companies' options and pricing for technical support.

Jennifer motioned to hire Endpoint to assist with all the associations technical needs and to assist the association with purchasing a laptop. Lela seconded the motion but advised the board to be mindful of how much money is being spent. All were in favor.

ii. The board would like to purchase a laptop, as Karley has been using her personal laptop to conduct HOA & ARC meetings.

iii. The board would like to establish board@lakeshoawhitefish.com as an email address for all member requests for the board. Endpoint will assist with this.

b. Association Vendor Communication

i. The board would like for Karley to put together a list of all vendors the association uses and what services/goods they provide.

ii. The board would like to have a face-to-face meeting with some of the association's key vendors, such as: Attorney, Accountant & Insurance Agent.

c. Member Notification & Going Away Party

i. Missy will work on the letter to members about Karley's resignation and will invite them to attend a Going Away Potluck (Mexican) Party on September 1, 2022, 4-6pm.

d. Ad-Hoc Hiring Committee

- i. The board would like for the committee to screen all applicants, conduct initial interviews, and make recommendations for qualified candidates. The board would also like them to investigate the option of having a management company take over operations.

III. Adjournment – 12:30pm

IV. *Executive Discussion*