



## ***Meeting Minutes***

**December 19th, 2023, at 11:00am**

**Location: Canoe Club**

Meeting of The Canoe Club, Inc.

Meeting Facilitator: Missy Jonson

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

Attendees: Maggie Penner (HOA Manager)

1. Call to Order (Missy) 11:35am

2. Review and approval of meeting minutes: 10/12/23, 11/16/23

The Board reviewed the meeting minutes. Missy motioned to approve the minutes; Jen seconded the motion. All were in favor.

3. Maintenance Report – None

4. HOA Manager Report – (Maggie)

a. Continuing Education Classes – CAI Conference

a. Las Vegas – May 8th-11<sup>th</sup> 2024

i. Hotel Booked

ii. Monitoring flight prices.

iii. Registration in February

b. Holiday Party

a. February 2<sup>nd</sup> 5:00-9:00

b. Supplies on order for carnival theme.

c. Main Dish Ideas

The Board recommended a taco bar for the party.

i. Potluck sign up to go out before Jan PTO.

d. Charise available to help with games and prizes.

e. Brandon Hoffman available as DJ/Bartender

c. Improvement Ideas / Schedule for 2024

a. Parking Lot Seal & Pave

b. Redo Lighting in Parking Lot

c. New Couches

d. Pool Repair – Pushed to 2025

e. Pool Umbrellas

f. Half Basketball Court

g. Permanent Holiday Lighting Concept

<https://lucidlightingcompany.com/>

## Ongoing Action Items –

1. Community Facebook Page
  - a. Will work on drafting community guidelines for social media.
2. Canoe Club Board – Continue working on coordinating community events.
  - a. Paint & Sip Classes – Every other month.
  - b. Royal Icing Cookie Decorating – Feb
  - c. Cooking Classes
  - d. Chili Cook Off
  - e. Spring Cleaning – Neighborhood Swap
    - i. Need volunteer to coordinate.
3. Maintenance Projects
  - a. Winter Projects
    - i. Tom to start documentation of SOP's.
    - ii. Will work on custom buffet for theater room storage.
    - iii. Refinish the large coffee table to restore this winter.
4. Pool Repair
  - a. The pool must be operational for at least 30 days once repairs are done. Recommend moving repairs to spring 2025.
  - b. Erikson's (Original Pool Builder)
    - i. Will not come out to bid repair due to the challenges of the lake & pool.
    - ii. They contract out their plaster repair to a company out of Vegas.
  - c. Panorama Pool
    - i. No show, no returned calls.
  - d. Rocky Mountain Pools & Spas
    - i. Stopped by 10/11/23 and spoke with Tom and I about the pool.
    - ii. Update 12/14/23 – Rocky mountain recommended we do a spring repair. Said 30 days is not enough to fully cure plaster.
    - iii. Proper plaster repair should be done in the spring so there is water on the new plaster for at least 6 months before draining.
    - iv. Rocky Mountain has not given us a quote on pool repair.
  - e. Speaking with Karen Baker (Montana Lodging Association President) on recommendations for pool repair. She is reaching out to GMs for hotels throughout Montana that have outdoor pools.
5. Financial Report – (Ted)

The Board reviewed the financial statements and found them to be in good standing.
6. Old Business
  - a. Maggie Penner – Annual Review
  - b. Detailed Reserve Study Review
  - c. 2024 Budget Meeting Prep
7. New Business
  - a. Clubhouse Amenity Survey

The Board recommends we send out the survey to allow member feedback before adding additional amenities to the Canoe Club.
  - b. Employee Year End Bonus

The Board discussed and granted both year round employees an end of year bonus.
8. Open Forum
9. Adjournment 12:01pm
10. *Executive Discussion – Took place.*

Upcoming Meeting Schedule: January 11th @ 11am