



Meeting Minutes

April 25th, 2024, at 1:00 pm

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) – 1:11pm

2. Review and approval of meeting minutes: 3/15/23.

The Board reviewed the minutes. Missy motioned to approve. Jen seconded the motion.

3. Maintenance Report – (Tom)

4. HOA Manager Report – (Maggie)

a. Clubhouse Updates

a. Clubhouse events and activities are on hold until ARC slows down.

b. Boat Inventory

a. Weekly inventory done by Charise.

b. Charise call residents if info is missing from check out form.

c. Keys can be picked up during office hours but must be returned within 24 hours since there is 7-day coverage in the summer months.

The manager and office host will work to keep track of all kayaks and canoes this summer through weekly inventory.

c. Signage Review

a. Welcome to The Lakes

b. Canoe Club sun bleached signs.

i. Montana Law PFD

ii. Stay off planting bed/rock feature.

c. No fishing off the bridge sign.

d. Parking lot signs for events and tournaments.

The Board asks that the manager reviews the cost estimate for signage and move forward with replacements.

d. Employee Fridge Request

The Board approved a small fridge for employee use.

e. Steam Sauna –

a. Still waiting to talk to the company about continuing issues with their product.

b. Will reorder the generator that is under warranty.

- f. Milage Tracking
 - a. Is this available to seasonal employees or year-round only?
The Board approved milage reimbursement for seasonal employees as needed.

Ongoing Action Items –

- 1. Community Facebook Page
 - a. Will work on drafting community guidelines for social media.
- 2. Community Events
 - a. Chili Cook-Off
 - b. Spring Cleaning – Neighborhood Swap
 - i. Need a volunteer to coordinate.
- 3. 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.
 - ii. 3/12/24 – Returned call and a site visit to happen in the coming months.
 - 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 in hotels throughout Montana that have outdoor pools.
- 5. Financial Report – (Ted)
- 6. Old Business
 - a. Employee Gas Reimbursement
 - b. Fireplace Repair Cost
 - c. Office Hours Review
- 7. New Business
 - a. Emergency Phone Line Info
The Board asks that the service provider update the emergency phone number to a 406 area code.
 - b. Finalize Summer Employee Contracts
The treasurer will review the employment contracts and work with the manager on detail before they are signed.
 - c. Additional Security for Gym Door
The Board approved the additional security feature to be added to the gym. The manager will investigate cost of installation.
 - d. Reserve Expenses – Salt Chlorinator / Fireplace Repair
The Board recommends that we pay for these items out of the operating budget.
- 8. Open Forum
- 9. Adjournment
- 10. Executive Discussion

Upcoming Meeting Schedule: May 21st @ 11:45am