



**Inns of Waterville Valley Association BOD Meeting
September 7, 2023 via Zoom, 11am**

Inns of Waterville Valley Board Meeting Minutes

September 7, 2023
Zoom 11:00am

The meeting was called to order by Glenn Dusablon, President. With the three vacancies on the Board due to the terminations, Russ Duade was appointed to the Board on an interim basis until the Annual Owners Meeting scheduled for October 14, 2023. This is consistent with Article 3, section 3-200 of the By-Laws. "Vacancies in the Board may be filled until the date of the next Annual Meeting by the remaining Directors". Russ will serve as interim Secretary.

Present on the call were Glenn Dusablon, Carol Dusablon, Russ Duade. Manager Gail Bayard-Kent and employee Jaimie Fallman were also on the call.

The Inns Manager, Gail Bayard-Kent reported that the Fall Invoices for units in the first half of 2024 will be mailed out this week. They will include a 15% increase in Maintenance Fees. There will be no increase over 2023 rates for Hot Tub Fees and Winter Surcharges. Fees are due by October 1, 2023 with a \$40 late charge for fees not paid in full by October 30, 2023. This timing mirrors with prior years. The 15% increase is consistent with the majority of the owners polled: 198 to 23 opposed.

The Annual Owners Meeting will be held at the Inns in Waterville Valley on Saturday, October 14, 2023. It will be a "hybrid" meeting- both conducted in person and via a webinar for those owners choosing to participate remotely. A motion was made that an informational packet go out to owners prior to September 14, 2023 which would meet the requirement of thirty days' notice to the owners. Further, the packet should contain the following:

Cover Letter from the President

Agenda

Nominations and Ballots for the vacant Board positions

Proxy form

Budget and Financials

The motion was made by Glenn, seconded by Russ Duade, and passed 3-0.

There was discussion about the proxy forms and the appropriate disposition when they are returned to the Inns. A motion was made to restore the process that was in place in prior years and one that was approved by the Inns attorney. Specifically, the executed proxy forms are to be collected and go to the President who has the authority to execute the proxy as he or she sees as appropriate at the Annual Meeting. The motion was made by Carol, seconded by Russ, and passed 3-0.

There has been discussion at Board meetings about making about owners' contact information, financial and unit ownership available to Board members outside of the Inns.

A motion was made by Russ that proprietary owners information remain exclusively on a secure data base located at the Inns and is not to be shared or copied outside of the Inns office.

The motion was seconded by Glenn and passed 3-0.

It has been the policy of the Inns to require credit card information prior to checking in for owners, renters, and those who have "traded" their home weeks for the Inns. This has proved to be critical in those rare instances where the rooms were abused or damaged, and provided financial accountability for those responsible. A motion was made to continue this policy by Carol Dusablon, seconded by Russ, and passed by 3-0.

There is currently a process in place where at the conclusion of cleaning the rooms, the on-site manager signs a form for the Inn's Manager confirming that units are ready for owner check-in.

A motion was made by Glenn to continue that process, seconded by Carol, and passed 3-0.

There was discussion about the authority of the President of the Board to serve as the chief executive officer of the Association as outlined by the By-Laws. Decision making about significant financial expenditures, personnel hiring and performance, and other issues affecting the operation of the Inns should be a collaborative process with the entire Board. However, the ultimate authority should rest with the President so operations at the Inns can be smoothly managed without disruption. A motion was made by Glenn to maintain the duties of the President (and other Executive Officers- Treasurer and Secretary) as outlined in Article 5 of the Bylaws. Seconded by Russ, and motion carried 3-0.

Finally, an understanding of the Inns of Waterville Valley By-Laws, Declarations, and Amendments is important for all Board members.

Therefore, all Board Members, on request, should have access either digitally or in hard copy to these documents. A motion was made by Russ, seconded by Carol, and passed 3-0.

A motion to adjourn the meeting was made by Glenn, seconded by Russ, and passed 3-0. The meeting was closed at 12:15p

Respectfully submitted,
Russ Duade- interim Secretary