



CONDOMINIUM HOMEOWNERS' ASSOCIATION, Inc.

BOARD OF DIRECTORS MEETING

May 19th, 2025

Tolovana Inn, Tolovana Park, Oregon

Call to Order

The meeting of the Tolovana Inn Condominium Homeowners' Association Board of Directors was called to order at 9:02 AM.

In Attendance

Chairman, Bob Dedrick; Directors, David Louie, Sandy Miller, Nancy Boden-Rokus and Scott Whipple.

Members Absent

Secretary, Debbi Stone and Treasurer, Linda Somner.

Others in Attendance

Owner Daniel Casey. Doug Nealeigh, Chad Naeve, Amy Hirahara and Jennifer Rice-Borgerson from Vacation Villages of America, Inc.

Minutes Approval

David Louie **moved** to approve the minutes of the January 9th, 2025 Board of Directors meeting as **corrected** (*Change to reflect 19 months v 20 months in Board motion*). **Seconded** by Nancy Boden-Rokus and **passed**.

David Louie **moved** to approve the minutes of the March 20th, 2025 Board of Directors meeting as presented. **Seconded** by Sandy Miller and **passed**.

David Louie **moved** to approve the minutes of the March 27th, 2025 Board of Directors meeting as presented. **Seconded** by Nancy Boden-Rokus and **passed**.

Correspondence

None to report.

Treasurer's Report – Doug Nealeigh for Linda Somner

Doug reviewed the draft March, year to date financial statement. Income is in line with budget for the month and the year. Operating expenses are below budget for the month and year to date. Repair and maintenance expenses are below budget for the month and exceed budget for the year. Other expenses are in line with budget for the month and year to date. Net income exceeds budget for the month and the year. Cash accounts were reviewed. Doug reminded about the insurance allocation changes that will take affect in the April financial statements.

Nancy Boden-Rokus **moved** to approve the draft February and March 2024 Association financial statements as presented. **Seconded** by Sandy Miller and **passed**.

Committee Reports

Exterior/Common Area – David Louie

Common Area projects since the last meeting were reported; the rock wall near Building One was repaired last week, the Building Three elevator modernization is scheduled for May 27th, the inspection of the Building Three crawl space is underway by TerraFirma, Building Four walkway carpet replacement is scheduled for June 16th, and parking lot repairs are expected begin on May 19th by Olson Asphalt.

A temporary patch for the Mo's parking lot was completed and paid by Mo's. Doug explained the relationship challenge between Mo's and Olson Asphalt.

The Spectrum Cable project has been completed, after much time and effort from Dennis McKibban (Coho Corporate VP of Operations).

Doug and David answered questions about rust issues and walkway carpet installation. Scott Whipple asked questions about deck posts near his unit.

Inspection practices were reviewed along with potential improvements. Chad Naeve reviewed improvements to software for interior and exterior projects that allow for staff collaboration and better documentation.

Alternative remote-control options for televisions will be investigated to allow for easier access to applications and streaming.

Grounds/Landscaping – Nancy Boden-Rokus

Nancy reviewed recent Landscape projects; Cannon Beach Landscape is beginning their spring seasonal plantings around the property and clearing/trimming of plants near Hemlock Street are being coordinated. Doug and Nancy will be meeting with Cannon Beach Landscape following the Board meeting.

Land Lease – Daniel Casey/Linda Somner/Bob Dedrick

Daniel gave a brief summary of the relationship between Tolovana Inn and the restaurant. He is looking for documentation related to the restaurant's land purchase options previously reviewed by attorneys. Property tax history was discussed. Tolovana's options for the restaurant's site were reviewed along with potential changes to the lease language.

Doug Nealeigh and Chad Naeve will draft a memo to Newport Pacific for the Board and Committee's review regarding insurance and compliance with the existing lease language.

VVA Report – Chad Naeve/Doug Nealeigh

Given in the Committee Reports.

Old Business

Spectrum Cable Services

All work is now complete for both televisions and wiring. Casting and streaming options were reviewed.

New Business

Bob Dedrick received a question about how to avoid issues related to long-term renters in the future. Amy will review the registration language for possible changes.

The Board asked about participation with the Cannon Beach Chamber of Commerce. GM, Amy Hirahara is the contact locally and is attending meetings. Doug spoke about the property's long-standing relationship with the City.

The Board discussed possible options for insurance going forward. VVA works with another broker which they could put in touch with the Board. Doug shared experiences from other VVA accounts and the difficulty they are having securing affordable insurance in today's market.

The Board reviewed incidents regarding Owner Closet break ins. Locked closets are a part of the in-unit inspection process. Staff will investigate the issues and possible solutions for the Board's consideration.

Announcements

Meeting Schedule:

June 18, 2025 – Zoom, 5:30 PM

No July or August Meetings

September 18, 2025 – Zoom, 5 PM

October 20, 2025 – On Site/Tolovana Inn, 9 AM

November 20, 2025 – Zoom, 6 PM BUDGET

December 13, 2025 – Holiday Party (Pending Availability)

January 8, 2026 – Zoom, 5 PM BUDGET

February 7, 2026 – On Site Annual Meeting

The Board made the following changes to the Board meeting schedule: The June meeting was changed to the 18th at 5:30 PM. The November meeting time was changed to 6 PM.

Adjournment

There being no further business the meeting was adjourned at 11:19 AM.

Minutes transcribed by Jennifer Rice-Borgerson for Secretary Debbi Stone.