

**MINUTES**  
**Joint Board of Directors Meeting for the**  
**Powder Ridge Village Owners Association, Inc.**  
**&**  
**Powder Ridge Timeshare Association, Inc.**  
**May 9, 2019**

**I. CALL TO ORDER/ ROLL CALL**

Meeting was called to order by Dave Edwards at 5:50 PM at the Bountiful Library. The following persons participated in the meeting:

Board Members

Dave Edwards, President  
David Pendergast, Board Member  
Grant Hodgson, Secretary  
Grant Snow, Board Member  
Pat Craythorn, Board Member

Management

Cathy Hillstead, General Manager  
Richard Johnson, Director of Resort Operations  
Jessica Richens, Administrative Assistant

**II. ANNUAL MEETING PREPARATION**

Richard Johnson presented to the board 3 different options on how the board could vote their Association units for the election. The board wanted to keep the voting the same as they have done in the past where the board votes the Association weeks evenly through the incumbent candidates. The board and management decided on who was going to present agenda items at the meeting to the owners.

**A Motion** was made by Dave Pendergast that if one of the incumbent members gets voted off the board they will be put on the resort Advisory Committee. Grant Hodgson seconded the motion and it passed unanimously.

**III. APPROVAL OF MEETING MINUTES**

The board was presented the revised March 27, 2019 meeting minutes and the draft April 17, 2019 meeting minutes in their packets for review.

**A Motion** was made by Dave Pendergast to approve the March 27, 2019 meeting minutes as presented. The motion was seconded by Grant Snow and passed unanimously.

**A Motion** was made by Pat Craythorn and seconded by Grant Snow to approve the April 17, 2019 meeting minutes with changes and passed by unanimous vote.

#### IV. REPORTS

1. March 2019 Financial Report: Richard reviewed with the board the March 2019 financial report. Richard explained the operating account has a projected balance of \$145,898 at year end and the reserve account has a projected balance of \$239,656 minus the land purchase amount of \$97,765 which would give them the end balance of \$141,891 in the reserve account at year end.
2. Special Assessment: Richard reported the special assessment has so far brought in around \$55,000 to the association which is good since the due date for the special assessment is not until July 1, 2019.
3. On-site Report: Cathy expressed to the board how hard it has been to get the staffing she needs onsite especially with all the opportunities that have developed in Ogden Valley, so it is hard to get new hires up the mountain. Cathy explained that is why her payroll is under budget because she is having a tough time keeping staff.

**A Motion** was made by Dave Pendergast to maintain a \$4.00 wage gap between Gary and any new hire for a qualified craftsman/ maintenance person with a starting wage of \$22.00 an hour and a starting wage of \$18.00 for front desk and housekeeping staff. The motion was seconded by Grant Hodgson and passed unanimously.

**A Motion** was made by Dave Pendergast to increase Cathy Hillstead's salary by 5% starting immediately. The motion was seconded by Pat Craythorn and passed unanimously.

#### V. NEXT MEETING DATE

- a. June 17, 2019 Board Meeting- 1:30 PM- Powder Ridge Village
- b. July 2, 2019 Budget Meeting 1:00 PM- Powder Ridge Village
- c. September 17, 2019 Board Meeting 1:00 PM- VRI SLC Office
- d. October 23, 2019 Board Meeting 1:00 PM- Powder Ridge Village (Need to change)
- e. November 12, 2019 Employee Dinner

#### VI. ADJOURNMENT took place at 6:50 PM.