

**Snowline Inn Condominium Association**  
Board Meeting Minutes  
Wednesday, February 11, 2026, at 11:00 am // ZOOM

**Roll call/ Quorum**

**Board Members present:** Troy Brown - President, Kyle Scott - Vice President, and Krisy Zeidner – Director at Large.

**Absent:** Jeff Berkey – Treasurer

**INTEGRA Management:** Cindyrae Mehler and Kayla Hardenbrook

**Approval of Minutes:**        09-10-25 Board Budget Meeting Minutes  
   10-18-25 Board Organizational Meeting Minutes

Motion to approve the 09-10-25 Board Meeting Minutes by Troy Brown; 2<sup>nd</sup> by Kristi Zeidner; and, passed.

Motion to approve the 10-18-25 Board Organizational Meeting Minutes by Troy Brown; 2<sup>nd</sup> by Kristy Zeidner; and, passed.

**Financial Report:**                    Financials through 12-31-25  
   Operating Account    \$ 82,729.34  
   Reserves                    \$ 204,305.46  
**Total Bank.....        \$ 287,034.80**

Cindyrae reports that we finished the 2025 year significantly under Budget in expenses by \$12,316.36 in w/limited Payroll expenses, no snow removal invoices, and less expenses in Gen Repair & Maintenance w/fewer leaks- or maintenance call out issues.

Maintenance completed from last meeting [October AGM 2025]: Gutters cleaned/roof moss treatment Nov 2025 by All American Seamless Gutters; new blower purchased for exterior maintenance & janitorial from Hardware Sales; Arrow Locks replaced lock core & housing on East side of upper stairs locks; multiple Fire Panel Issues [Security Solutions call-outs] due to component failure/aged out and parts are not available/ New System will be required to be installed soon due to multiple treble signal issues – Board is working on this decision; Lynden Sheet Metal snaked drained by Unit 127 [impacted multiple units] was able to clear issue; M&M Construction replaced damaged mesh on walking bridge, replaced missing & damaged ceiling tiles above storage Unit 112; installed 2-new rails for exterior lock boxes; Nov 2025 full complex lighting walkthrough – replaced bulbs & ballast & materials as needed; Den/Rec Room patch & paint as needed, replace CO2 detectors for full compliance; Dec 2025 active leak in laundry room. M&M and plumber Labor & trench to locate failed section, temp repairs done, return to backfill trench + parts to replace drain pipe, etc.; Urban Forester trim & shape front entrance tree and remove debris; Building carpets cleaned by Professional Carpet Cleaners; Exterior building signage updated and painted by Ola Arts; and, Jan 2026 Whatcom Junk came onsite and removed/disposed of discarded items in ante room and basement.

Reserve Account signors with Edward D. Jones remains as: Troy Brown, Kyle Scott and Kristi Zeidner.

## **Old Business:**

1. Zply – Troy Brown has been working with Zply to obtain updated services for the entire building. Troy has been making great progress and is now waiting for scheduling with Zply. The Board is anticipating the building's services will be updated soon.
2. Road Maintenance – Troy advises he will be getting another load of gravel to be utilized to fill potholes throughout the driveway and parking lot.
3. Ante Room Cleanout – Room has now been cleared of all disposed / abandoned items. Troy will place a lock on the room, so this does not occur again with individuals dumping discarded items for the Association to deal with and pay the expenses of disposal. Troy will provide Integra with a copy of the key.

## **General Business:**

1. Fire Suppression System - We have been advised the old fire panel / FSS system has reached end of life per Security Solutions. Integra has received two bids, one from Security Solutions and one from Guardian Security. Troy has found a third company and has requested an estimate from Pye Barker Fire & Safety in Sedro Woolley. Troy has been working closely with all three companies along with the Fire Marshall to ensure the Board is taking the proper steps / making the correct decision in replacement. Following Board Discussion on replacement of FSS system; it was unanimously agreed that Troy would send an overview email with the three estimates attached to the Board for their review, and a Special Board Meeting would be scheduled for a vote to be made on how to proceed. The Special Board Meeting date is: Thursday, February 26<sup>th</sup>, 2026 at 11:00 am via Zoom.

### **2. Schedule of Board Meeting Dates for 2026:**

Wednesday, February 11, 2026 at 11:00 am - ZOOM

Wednesday, June 17, 2026 at 11:00 am - ZOOM

Wednesday, September 9, 2026 BUDGET Meeting at 11:00 am - ZOOM

**\*\*AGM Saturday, October 17, 2026, at 10:00 am Shuksan Den -- Lunch at Chair 9 to follow \*\***

### **3. Capital project discussion for 2026 from the Budget [provide Management input]:**

Cindyrae noted the Capital Projects detailed in the 2026 Budget which include: Hallway Painting, Hallway Carpet Replacement, Recreation Room Furniture/replacement, Exterior Building Sign Replacement / Refresh, HWT for common area facilities, and septic tank pump and servicing. The Board unanimously agrees that with the fire panel / FSS system replacement taking priority, most of these planned capital projects will be postponed and will be completed as follows:

▶ Hallway Painting [Move to 2027]

▶ Hallway Carpet Replacement: Was cleaned Nov 2025 / condition good [Move to 2028]

- ▶ Recreation Room Furniture/replacement: Troy will take a look and provide Integra with a list of items the Board would like to be replaced / updated.
- ▶ Exterior Building Sign - Was refreshed Nov 2025, the Board will keep an eye on the sign and see if it needs to be refreshed again in the future.
- ▶ HWT for common area facilities - No issues reported, the Board agrees to keep an eye on the HWT for age / any issues that may require future replacement. [Move to 2028]
- ▶ Septic Tank Pump & Service - Mt. Baker Septic/ next pump to be done in 2026, Integra will obtain an estimate for this work to be completed in 2026.

#### 4. **Adjournment:**

By unanimous decision of the Board with no further items for discussion the meeting was adjourned at 11:57 pm.

Minutes respectfully submitted,

Kayla Hardenbrook  
INTEGRA Management

[No owner Q&A was held/ there were no owners in attendance]