

Spyglass Village Homeowners Association
Annual General Membership Meeting
June 5, 2026@ 1 p.m.

Attendees — Board Members: Barb Riley, President; Karen Smith, Treasurer; Kerin Gayner, Secretary; and Paul Aldridge, Director.
Management: Lance Lynch; General Manager, Michelle Anderson; Corporate Treasurer, Will Steck; Vacatia Projects Manager, Seth Metsker; Vacatia President

Timeshare Owners present: Rod Smith, Jeff and Anne Rupkaluis

Via Zoom (Timeshare Owners) : North Robathem, Jim Penner, Mike McKay, Chris Christenson, Joyce Anderson and Brett Job

1 p.m. Meeting called to order: Barb Riley; instructions given to Zoom attendees

Agenda: Approved (Karen Smith and Ann Rupkaluis)

Minutes of June 6, 2025: Correction Karen Smith, Treasurer not Shaw. Additional Timeshare attendees noted: Barry Parker, Ann and Jeff Rupkaluis, Mary Patterson, Partrick McKenna
Minutes were approved with Corrections and additions of attendees

- 1) **12A Spa Renovation Update:** It has been agreed to keep the design and maintenance simple:
 - a) Estimated Costs: Tear down of existing features and construction \$38,000-\$46,000; landscaping by Biggy's \$20,000. It was noted the \$68,000 in reserves earmarked should be sufficient.
Seth voted to hold the project until after the summer rush; September was agreed to as ideal as into October is tough with cement setting.
 - b) Agreed to repurpose as many SPA Materials as possible
- 2) **Unit Representatives:** Barb Riley met with Lance Lynch in December to review the Interval Ownership requirement that requirement that 100% of owners vote for Unit Reps. It was discussed that in the past employees would just call up people they might think are interested and put them on the task of Unit Rep.
 - a) The Master Assoc. Unit Rep list is stall
 - b) Noted St. Andrews Board voted to step in for vacant reps and has included this practice in their documents. The language in the St. Andrews documents are slightly different then Spyglass documents.
 - c) Barb Riley has requested that Spyglass change the documents to facilitate Unit Rep appointment without 100% voting as it was impossible to achieve.
 - d) It was noted that the Spyglass HOA Board does not have access to the Unit Rep. list and they should have; conflicting view with Management.
 - e) Seth Metsker said that Management will look into the Documents and how the Unit Rep. issue can be remedied. Seth thinks that the new Club format Vacatia is rolling out in 2027 may allow Vacatia to vote for the missing Unit Reps.

- f) Barb Riley stated that the 1994 documents cannot be changed as the Unit Ownership documents are how Meadow Lake came to be.
- g) Solution was offered by Will Steck; an open meeting where owners present can vote their unit. Noted this was the process that was successfully utilized for the 12A Spa area revitalization vote. Seth Metsker stated the documents are complicated and Vacatia is working to be creative.

ACTION ITEM: It was requested by Ann Rupkaluis that a quarterly update be posted on the progress of Unit Rep. appointments. Kerin Gayner suggested that Vacatia use the Owner section of the website to post quarterly updates. It was noted there has not been an update since 11/2023.

- 3) **Delinquencies:** Seth Metsker shared a new Vacatia product coming out in 2027 that may help with solving this issue.
 - a) Expense of foreclosure process; \$3000 per ownership. Seth said Vacatia is only foreclosing on ownership weeks that can be rented or repurposed.
 - b) Michelle Anderson noted rising delinquencies as a factor of an aging population base.
 - c) Karen Smith asked why Vacatia was asking 3 years of maintenance fees paid by the owner for the management company to take the deed back? Chris Christensne asked why not 1 year.
 - d) Noted treatment of deed backs is inconsistent among the owner base.
 - e) Barb Riley recalled 4 years ago a conversation with Will Steck about the opportunity to remarket non-paying ownerships to the existing owner base. Seth Metsker stated Vacatia plans to be a long-term owner and include more third-party owners. Seth noted ML was middle of the pack in the 60-resort portfolio for % of delinquencies. Barb Riley noted the challenges with the Canadian client base.
- 4) **Pet Policy:** Samples of the resorts confirmations for RCI exchange and Rental guests were shared noting the Pet policy in place.
 - a) Seth Metsker noted the service animal issues was touchy as people could utilize online certificates and employees aren't allowed to ask questions. Lance Lynch reported there have been no Allergy issues reported by guests.
- 5) **Improved Communication with Owners:** It was agreed that the Vacatia Owner tab would be a great place to communicate with the owner base on a regular basis. Seth Metsker noted there is a plan to update and upgrade the Web site.
- 6) **Financial Report:** Michelle Anderson presented the Readers Digest Version of the Balance Sheet and P & L.
 - a) Seth Metsker was hopeful the insurance allocation would go down by up to 40% because of bundling with other resorts.
 - b) The Budget for Spyglass Exterior was approved at the Boards October meeting.
 - c) Discussion of an additional bank account for reserves since its balance is over the \$250,000 FIDC insured amount. Barb Riley is working with Mark Johnson at Stifle; on the agenda for the Boards meeting.
 - d) Michelle Anderson stated the 2025 Reserve draw was primarily for insurance expenses

- e) Barb Riley made a motion and Karen Smith approved that the Board open another account for reserve monies.

7) **Management Report – Lance Lynch**

- a) Guest reviews 92% - puts Meadow Lake in top 3% of Vacatia's Portfolio of 60 resorts
- b) Stability in staffing and cleanliness have been emphasized to earn the high reviews
- c) Jeff Shaffer has been the maintenance manager for 10 months now and is doing a great job
- d) Will Steck presented his projects spreadsheet: allocation \$150,000 per year to long term projects; i.e., Roofs, Decks, etc.
- e) Lance Lynch stated the W/D and A/C units have been replaced
- f) Resort has updated Cable TV boxes and Wifi over the last 3 years
- g) A long discussion of the deck maintenance ensued: remedies for drainage (Condos on the Green, they capture water under the decks and drain it a way; example) Will Steck noted posts are first priority; problem being caused by lack of drainage. He thought that he may need to get an engineer involved.
- h) Karen Smith motioned to accept management report; Ann Rupkaluis seconded
- i)

8) **Board of Director Election Results:** Karen Smith reports*****

- a) Pat McKenna- Vacant
- b) The Board will be sending out communication to replace Pat McKenna

9) **Public Comments:** Barb Riley read an email from an owner who was seriously concerned about the promotion of Lance Lynch and Will Steck when they had been ignoring his communications and not assisting him in cancelling his ownership request.

10) **Next Meeting:** 6/4/27 at 1 p.m.

Karen Smith made a motion to adjourn the meeting and Paul Aldridge seconded

Meeting closed at 2:51 p.m.

***** If you have any interest in serving on this Board please contact Lance Lynch ASAP