

# Minutes - Gile Hill COA Board Meeting

6:30 p.m., Tuesday, June 14, 2022 (zoom)

## Attendees

Gile Hill COA Board Members: Sarah-Jane Kerr, Beth McKinnon, Louise Moon, Olga Narvskaia, Ben Staplin, Tim Tregubov, Art Knippler

Maloney Properties (MP): Diane Badger, Kathy Tyrrell Luce

**Tim opened meeting at 6:32 p.m. Beth declared quorum was established. Reviewed agenda.**

**Reviewed minutes from April 12, 2022.** Minutes were not approved because Kathy had two clarifications. Beth will revise, and circulate via email for approval.

## Reviewed prior action items

- 3 Gile Garage Door Replacement
  - Kathy confirmed that the second coat of paint was applied
  - Kathy advised full reimbursement received. Total repair \$21,901, insurance company checks totaled \$21,900.31
  - Question raised: will we install a window in the garage door?
    - Unresolved (Ben proposed that we do not, no vote was taken)
- Once again raised question of hiring third party to conduct small-scale CNA
  - No decision made; agreed to push until next meeting
- Rules and Regs update discussion tabled until later in meeting
- Raised the question of applying new coat of paint or otherwise re-finishing railings that are flaking/bubbling
  - Tom got a quote for \$8,000 but is not present at meeting to discuss
  - When Tom gets back from vacation Diane will coordinate with him to get bids on painting the railings.
  - Diane spoke with Colleen Marie painting, would be willing to give a price but sand blasting and repainting would be temporary fix and not cost effective. Recommends replacing the railing. Would also submit proposal for that. Tim confirmed they were painted last year, but just touch up.
  - Kathy will provide 5-year plan and updated 2018 capital plan. Discussed need to prepare narrative of what work was completed, when it was completed, by whom and for how much. Kathy can provide invoices.
  - Harriman's maintenance visit policy tabled until following meeting
- Other action items will be discussed later in agenda.

## **Kathy's Presentation on Accounting Practices**

- Tim recorded the presentation. It will be uploaded to Board share drive. Accounting procedures are proprietary to Maloney and should be treated as confidential information. Details regarding accounting process not summarized here because they are recorded in video format.
- Olga proposed investing some portion of the reserve in a CD or similar investment tool so it isn't losing value to inflation
- Kathy confirmed she will provide the monthly reports shown in the presentation to all board members via email.

## **Landscape Committee**

- Beth suggested we can handle some of the mulch piling work ourselves and remove from objectives (remove Objective 6).
- Beth suggests we hold off on Objective 4 (new planting)
- Louise asked about location of the compost pile. The spot proposed by Sarah-Jane may not be on the property. Beth will confirm the property lines.
  - Tim shared property lines in zoom chat.
- Olga asked about tree priority for pruning. Beth confirmed that some planting was completed today that may mask a dead tree.
  - Bulk of money will be used to remove trees. A subsequent walkthrough will be scheduled for all interested participants.
- Kathy suggested rentals can participate in removing some trees. To be discussed during walkaround.
- Ben motions to accept modified plan with (i) Objective 4 and 6 removed and (ii) additional walkthrough with Peter scheduled. Accepted unanimously.

## **Rules and Regulations Update**

- Process update from Olga. Old rules and regs were redlined by Olga and Art. Proposed next steps are:
  - Give everyone a chance to discuss today + one week to submit additional revisions;
  - For items that need Maloney input, schedule time with Diane;
  - Prepare version with changes voted on by board;
  - Circulate for all resident comment for 30-day comment period; and
  - Adopt after comment period

## **Dumpster and Rodent Issues**

- Issue: cameras are ineffective. Diane explains the technical limitations. Ben asks whether a solution is possible. Kathy/Diane estimate we spend less than \$1,000 per

year, and Twin Pines pay for most. Art suggests the cost is not worth the benefit, which is generally agreed with.

- As an alternative to levying fines, Olga suggests we publicize in the newsletter an alternative junk removal process (if L&M is amenable)
- Beth will check with Tom about rodent boxes (maintenance of existing and installing new ones) when he returns

### **Capital Improvements Project; General Closing Business**

- Beth asks that we take a look at 2015 assessment and identify what was already done and try to get estimates for pricing on upcoming items. Identify priorities for next few years. Art suggested using Tom as a resource for this. Kathy can provide plans outlined above in prior business.
- Olga asked for suggestions of other electricians for e-charging station(s). Beth suggested Royal electric.
- Diane asks that we schedule meetings with Tom through her so that she can coordinate.
- Art asks about lights out at 15 Gile. Question: are we holding off on fixing these while plan for new electric is being finalized? Beth confirms that we should still be requesting regular maintenance while new plan is in process.
- Louise makes motion to adjourn. All in favor. **Meeting closes at 8:26.**