

Minutes - Gile Hill COA Board Meeting

6:30 p.m., Tuesday, June 13, 2023 (Live & Zoom)

Minutes prepared by Board member Laca Wong-Hammond

Attendees

• Gile Hill COA Board Members: Beth McKinnon, Monte Blaustein, Arthur Knippler, Sarah-Jane Kerr, Olga Narvskaya, Laca Wong-Hammond. Maloney Properties: Kathy Luce, Diane Badger, Tom Blondin. Guest: Jim Farnham, Insurance Adjuster

- Quorum established, topics discussed:
 1. Approval of Apr. 11, 2023 minutes: Olga moved to accept, Sarah-Jane seconded, All voted to approved (unanimous)
 2. Approval of results of all motions made electronically since April 7, 2020 (meetings virtual, due to pandemic): Olga moved to accept, Sarah-Jane seconded, All approved (unanimous)
 3. 4 Gile insurance update: Jim Farnham, Kathy
 - a. explained revised estimate (re: 6/13/23 email), work completed, scope, final bill and proposed allocation discussed
 - b. Discussed preventative steps for future – discussed adding outside sprinklers, vents. Tom Blondin will follow-up at next meeting
 4. Treasurer's Report – Monte review proposed 2024 budget – to be approved in August meeting, shared in October's Annual meeting. Predominate increase attributable to Capital Needs Assessment (CNA). Maloney suggests adding +3-4% given recent labor cost inflation.
 5. Management Report – Kathy reviewed delinquent HOA dues (total \$3,552 in aggregate), process of collection. Discussed adjustment to penalty to encourage earlier collection.
 6. Stairwell Cleaning – Louise Moon, Sarah Heidebrecht (condo owners) – provided feedback on current service provider. Board will convey to Maloney.
 7. Reserve Funds Bank Account—Beth – update on Certificate of Deposit (CD) offered, discuss “all access” for any Board member via online banking, discussed transfer of all reserve funds by Maloney to take advantage of attractive CD rates. Olga moved to accept, Laca seconded, All voted in-favor (unanimous).
 8. CNA—Olga summarized June's updated report. Walkaround with Tom (pavement assessment)—potential date (June 23rd 9am)
 9. Landscape Update – Sarah-Jane – updated work by Peter Butler, spent \$6,000 total (including \$1,000 contribution by Twin Pines). Suggest targeting future Twin Pines contribution in future budgeting – make request to Twin Pines by late summer (they set budget earlier).

10. New Boiler Maintenance strategy – Monte – discuss initiation date (tbd), announce at Annual Meeting

11. Bylaw/Declaration Update—Olga, Beth – updates and clarifications needed for:

- a. Concentration of Ownership
 - b. Insurance mandate
 - c. Minimum Board membership
 - d. Term limits
 - e. Bid requirements
- Meeting adjourned

Addendum:

July 13th 2023, by email vote: Appointment of Scott Hammond as temporary Treasurer (due to resignation of former Treasurer Monte Blaustein). Motion for approval by Olga, seconded by Sarah-Jane, Voted in-favor by Art, Beth, Laca; Absent - Tim.