

TREETOP PARK BOARD MEETING
OPEN SESSION
Tuesday October 26th, 2021 – 7:15 pm
Virtual via Zoom

Attendees: 0 unit owners, 2 Trustees and Ex-officio
Trustee Attendees: Kathe Scott
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Ex-officio: Warner Guild, Keith Goodale – Reliable Property Management
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The meeting was not held due to no unit owners were present.

**Agenda and Minutes from Executive Session**

1. **Approve Minutes of prior meeting:** Board approved Minutes of prior meeting.
2. **Financial Report:**
  - a. Operating Account: approximately \$2,330
    - Due to deficit from last fiscal year of \$24,000 which is comprised unexpected expenses: snow removal expenses (went over 60 inches for the season), fence repair and water pipe repair.
  - b. Reserves Account: approximately \$53,000
  - c. Accounts Payable: approximately \$4,100
  - d. Accounts Receivable: approximately \$1,100
  - e. Prepayments: approximately \$16,000
3. **Maintenance, Landscape status/update, buildings, fence:**
  - a. Stumpy's quote was \$9,300.
  - b. Warner/Keith will reach out to Stumpy's to re-quote for around \$8k, removing non-critical line items.
4. **Reserve study completion:**
  - a. Karthi will create trackable spreadsheet based on pdf from Reserve Engineer that board/reliable property management will maintain going forward and have it available on TTP website.
5. **Chimney status for units #57 & 60, Asphalt:**
  - a. Warner is still waiting on response from engineer regarding Chimney.
  - b. Warner/Keith met with Curtiss regarding draining the area by Unit #25 and backing the edge of the asphalt, pending proposals.
6. **Rules and Regulations update:**
  - a. Kathe's updated Rules and Regs will be published and made available during TTP Annual meeting as well as registering it at Registry of Deeds post Annual Meeting.
  - b. Karthi will upload the updated version to TTP website after the annual meeting.

7. **Info Sheet consolidated (Buildium)**

- a. Keith has completed uploading all census information into Buildium which condo board members has access to.
- b. Keith will also email export of this information to board members.
- c. Karthi will upload this information onto TTP website under restricted section.

8. **New Board Member Selection**

- a. Thad and Tom have officially resigned as they have sold their respective units. We wish them the best and will miss them!
- b. 4 positions are available for 2022-2024: Kathe, Karthi, Tom and Thad

9. **Next Meeting:**

- a. Annual meeting will be held on Tues January 25<sup>th</sup>. Tentatively to be held in-person at Tatnuck Bookstore, with virtual zoom as back up. As we get closer to January 25<sup>th</sup>, we will determine if in-person is feasible due to COVID-19.
- b. We will have 4 positions available for unit owners to run for (Karthi and Kathe's positions is up for renewal and Tom/Thad have resigned).
- c. Kathe/Karthi will put together accomplishments to communicate during annual meeting.
- d. Warner/Keith will send out reminders for candidate submission with the annual packet in December with a due date of January 14<sup>th</sup> and elections to be held during January 25<sup>th</sup> annual meeting (if quorum is met).

10. **New Business:**

- a. Warner/Keith will send notice to unit owners that chimney/dryer vent cleaning is required next year (2022).
  - Credit will be given to unit owners who took care of it this year (2021).

The meeting adjourned at 7:30 pm.

Respectfully submitted,  
*Karthi Subramanian*

Karthi Subramanian  
Member at Large  
Unit 11

**Upcoming Sessions: Tuesdays**  
**Annual Meeting – January 25<sup>th</sup> - TBD**

**Executive Session -- 6:00PM**  
**Open Community Session -- 7:15PM**