

**TREETOP PARK
Executive Board Meeting**

Thursday, April 30, 2026

Virtual via Zoom

Trustees Attending Executive Meeting:

Karthi Subramanian, Kathe Scott, Ding Han

Ex-officio: Mostafa Sharif of Reliable Property Management

The Executive Board meeting was called to order at 6:02 pm.

Minutes from Executive Session:

1. Approve Minutes of prior meeting

Board approved March 05, 2026 Board Meeting Minutes

2. Approve Financials: All financial items on track.

Current details online in Buildium Report.

Current values as of: March 31, 2026

- a. Net Operating ≈ \$ (14,607)
- b. Reserves ≈ \$ 196,348
- c. Delinquents ≈ \$ Mostafa will be contacting two over 30 days

All financials are as expected with all current bills paid.

The Board discussed the reason for the negative Net Operating balance. This was due to unusually large expenses for snow removal and also necessary tree service significantly beyond the budgeted amounts.

Alex will get back to the board about covering the amount over budget with reserve money.

It was noted that most likely only one building will be rehabbed this year (as last year) due to time, labor, and money constraints.

3. Community Updates

- a. Shut off valves: Did we get responses from units that have the main shut off valve to the building? Mostafa reported finding documentation and will forward it to the board.
- b. Stumpy's will be checking out the tree that fell on Park St property and will provide a quote for any work that must be done.
- c. Moss on roofs : Mostafa received a quote for clearing the moss off one unit and inspecting the other roofs. (\$495 per roof) He will seek additional quotes for moss remediation. Problem areas on one unit and the mailbox kiosk roof will be cleaned.
- d. All tree maintenance will be determined after the annual walkaround with Stumpy's and will be performed next winter per schedule.
- e. Fences: Mostafa will reach out to fence contractors for a full property inspection and quote based on priority.

4. Spring Walk-around: scheduled for May 20 at 2 pm

5. Review of Task/Action List:

- a. No new updates

6. Community Correspondences:

- a. Bathroom exhaust fan installation requested by a unit will need to submit a contractor's plan.

- b. Kitchen exhaust vent requested by a unit will need to submit contractor plan.

7. Any other questions/concerns?

- a. Road work is scheduled – email notifications will be sent out. Cars not moved as directed will be towed at owner's expense.

- b. Karthi pointed out that the board needs to be more responsive and timely with respect to requests from RPM. She requested that an "alert" be added to the subject line of email requests. "Immediate response requested" or similar

8. Next Board Meeting: June 11, 2026

The TTP Board MEETING was adjourned at 6:45 pm.

Respectfully submitted



Kathe Scott
TTP Clerk
Unit #58

**TTP Board Meetings: via Zoom unless otherwise noted. Next Board meeting: XXXXX XX, 2026
Post Executive Open Session upon request only: 7:15 pm**