

**NORTH CANYON CONDOMINIUMS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

June 28, 2023

Minutes of the Board of Directors Meeting of the North Canyon Condominiums Homeowners Association, Provo, UT, held over Zoom at 5:15 p.m. on the 28th of June 2023.

**I. CALL TO ORDER**

Board member Jocelyn Soderstrom called the meeting to order at 5:29 PM.

**II. ROLL CALL OF OFFICERS**

Present: Ernie Webb, Jocelyn Soderstrom, Greg McDavitt, Aaron Isom

Not Present: McKennah Thomas

Also Present: Corey Poole (TPM, Inc)

**III. PREVIOUS MONTHLY MINUTES**

Minutes were approved.

**IV. MONTHLY FINANCIALS**

Nothing looked incorrect in monthly financials.

**V. WEST MAIN ENTRANCE**

Bilco will be coming by to fix the lock on the west entrance door tomorrow.

**VI. ELEVATORS**

Elevators have been working more reliably since they were fixed. However, the west elevator is needing to be serviced again. The board will be contacting KONE to have them come and service both elevators.

**VII. BUILDING IMPROVEMENTS**

Greg created a list of improvements to make in the building and had it sent to the board earlier in the month to look over. Greg will be sending it out to all owners to have them rank items according to what is important to them via a virtual survey. From there, we will create options within those tasks at varying levels of improvement for people to vote on. Funding will need to come from a raise of HOA dues or a special assessment. Corey said he would double check but he thinks our CC&Rs require a 51% approval. Greg asked Corey if we get approval to move forward with improvements using some kind of funding, are there legal limits? For example, if we get approved for financing and one of the units doesn't pay, do they go to collections? Corey said that as far as he is aware if people do not pay for 6 months they will get sent to collections. Corey will be finding out for sure what percent approval we would need to pass something like this, any legal requirements, and our bylaws of what we need to communicate to owners.

**VIII. GONZALO**

Greg said that he recently spoke to Gonzalo regarding the board's agreement with him to acquire training for his dog but the conversation did not go well. The board required Gonzalo to turn in documentation regarding his dog's training which he has not done. We have not received any complaints. Board agreed that following up with the Murunakas as well as Gonzalo is needed. Greg will be speaking with the Murunakas.

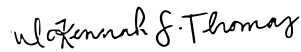
**IX. UNDOCUMENTED ANIMALS**

Unit 115 submitted documentation for a service animal. Greg believes there are cats on the second floor. Aaron mentioned that 207 has recently had a change in tenants. There are currently 4 documented animals in the building in units 115, 216, 310, and 109. A suggestion was made that Corey has an email that sends out at the end of each unit's ESA service agreement requiring that they submit updated documentation.

**X. STANDARD OPERATIONAL PROCEDURES**

Corey will be working on operational protocols for unit turnover, car registration, keys & fob handling, animal control, general email notifications. Greg will be working on that with him.

The board meeting adjourned at 6:15 PM.  
These minutes were approved by the Board of Directors.

  
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McKennah Thomas, Secretary

07/25/2023  
Date