

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

August 30, 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 30th of August 2023.

I. CALL TO ORDER

Board member Jocelyn Soderstrom called the meeting to order at 5:22 PM.

II. ROLL CALL OF OFFICERS

Present: Ernie Webb, Jocelyn Soderstrom, Greg McDavitt, Aaron Isom and McKennah Thomas

Also Present: Corey Poole (TPM, Inc), Elizabeth (owner), Irena (owner)

III. PREVIOUS MONTHLY MINUTES

Minutes were approved.

IV. MONTHLY FINANCIALS

McKennah asked about the “utilities” category. Corey explained that it is a unique category that they only use for a utility they are not sure where to place. YTD we have \$38.12 in that category. Corey will be looking into what exactly was placed into that category. Corey mentioned that he spoke with the cleaning company and asked that they are more regular in their billing moving forward. If they cannot maintain consistent billing we will need to renegotiate our contract with them. Aaron asked about the paper statement charge each month and if it was necessary. Corey said that it was required by laws. Jocelyn mentioned that we need to be watching the financials closely in order to make sure we are bringing enough money to offset the growing costs so we do not end in a loss. Corey is working on a preliminary budget to see where we are sitting for the next meeting.

V. PD WARRANTY WORK

PD is on site for the next two weeks to complete warranty work around the building. They are also working on getting in contact with the owners. Some owners have reported contact, others have not.

VI. ELEVATOR

Jocelyn mentioned that we need to know who has access to reset the elevators. We believe it is the following: McKennah Thomas, Greg McDavitt, Ernie Webb, Aaron Isom, and the Marunukas. When we do not want the elevator to be reset we will be sending a message out to the above individuals. KONE came out and could not figure out what was wrong. Ken said that he made a few adjustments and if we are still having outages in a week he will come back and take another look. No issues with the east elevator. David Seckler has been emailing Jocelyn every time that an elevator goes down. She will have him start emailing Corey since he has the KONE contact info.

VII. GARBAGE

The garbage was overflowing with boxes causing people to place their garbage bags outside and around the dumpster. McKennah saw that there were some boxes that had not been broken down with the unit numbers on them so she reported those to Corey. Greg said that there had been several move-ins which he thinks has caused more than usual trash. Jocelyn said that we need to have a scheduled email go out at the beginning of every school year reminding everyone of the dumpster rules as well as the car registration. Corey said that he would send out an email this week. McKennah

mentioned doing a twice weekly trash pick up at the beginning of the school year but did not realize we are on a twice weekly pick up year round.

VIII. NEW MOVE-INS

The board asked Corey about new move-ins and how he is managing assessing move-in fees. The board reported a couple of new move-ins: 114 (first since fire), 207 (was a couple of months ago), 312. The way that Corey is being notified of new move-ins currently is through the car registration. Aaron said a better way would be to make sure we are getting every units' yearly rental permit with new leases. The only issue would be that we would not know if the lease was broken at that time and there was another tenant. Corey has noticed that less than a year leases are not as common at NCC. Jocelyn suggested instead of doing a fee for every new move-in, instead doing a yearly fee for those who are renting their unit either on a yearly or monthly basis. Jocelyn mentioned that this is something that is done at other buildings she is aware of. Greg mentioned that landlords could pass the fee on to the tenants. The idea was also tossed around about raising the rates as well to \$200. McKennah mentioned that we would need to define who exactly we would be charging the fee. There are a lot of owners who allow family members to live in their units who have no financial obligation to the building. However, depending on how we define it, they could be charged or not. We will be bringing this up at our annual meeting to hear what the owners' thoughts are.

IX. ANNUAL MEETING NOTICE

Discussion was had about sending the notice for our annual meeting. Corey will be double checking but he thinks that it has to be sent within 30 days and less than 10 before.

X. DOOR SECURITY

After onsite with PD, Jocelyn received a message from them that the west south emergency stairwell exit was open again. The PD rep said that he was able to pull it open with his key. If you use your key it won't automatically lock unless you turn the key to lock it. Jocelyn was wondering if anyone else on the board knew that the door was doing that. The board discussed whether that was something that PD did incorrectly when working on the building. Jocelyn said that that particular door was not one which they touched. Jocelyn was wondering if anyone had attempted to go through that door with our master key. No one on the board had; Greg will be going to check.

XI. BUILDING IMPROVEMENTS

A discussion about the garage doors was had. Greg mentioned that the issues regarding the garage doors would be part of the "access controls" portion of the building improvements that the board is considering. Currently the top items look like they are: 1) elevators 2) building exterior 3) security system OR access controls (close). Greg will be presenting the feedback and information at our annual meeting.

XII. WEST LOBBY DOOR

Jocelyn asked if anyone had had any issues with the west lobby door. The onsite board members said that it is sticky and hard to open. Greg fixed an issue where it was not latching last year sometime but was not sure why it is sticky. Jocelyn will be coming onsite with her husband to see if they can figure out why it is sticking. Ernie mentioned that previous to the fire the door had not been a problem. Jocelyn said it is likely due to the fact that PD painted the door.

XIII. GREG - LAWSUIT WITH PD

Greg mentioned that he believes PD is now onsite because he has sued them and will be taking them to small claims court over their lack of work in his unit. He tried to negotiate

with them but they will not commit to a definitive timeline so he will be going to court with them.

XIV. 103 - IRENA'S UNIT

Irena said that PD is now finally reaching out to her as well since Greg sued. The board explained to her that there was paperwork that the previous board signed that they agreed to downgrading the rest of the building. Irena also mentioned that the previous board also hired Adjuster International and a construction company that was supposed to oversee the project and be on the side of the owners. These companies took a lot of money from the insurance payout. Irena reported that it was a friend of the board member's son. Jocelyn confirmed that she did see documentation that this happened. Irena gave details of the history with PD, her unit, and the previous board.

XV. DUMPSTER

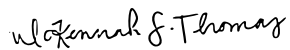
Aaron suggested looking into dumpster signage as we have had lots of issues recently.

XVI. NEW BOARD MEMBER

Aaron told Corey that he needs to make sure he lets owners know that we have a new board position opening up (Ernie Webb finishing term). If we could have someone who has finance or accounting experience that would be preferred.

The board meeting adjourned at 6:33 PM.

These minutes were approved by the Board of Directors.



McKennah Thomas, Secretary

09/27/2023

Date