

## Fifth and Gilpin LTD.

**Date & Time: Wednesday October 18, 2017; 6:00 p.m.**

**Type of meeting:**

HOA Annual Meeting

**Meeting called by:**

Tom Sisk – President

**Attendees: Tom Sisk, Nina Sisk, Brian Sinclair, Alexandra Pappas**

## Topics

Num.	Topic	Reporting Party
1.	Call to order	Tom Sisk
2.	Financial Report	Brian Sinclair
3.	2018 Budget Approval	ALL
4.	2017/2018 Projects	All
5.	New Business	All
7.	Board Positions	ALL
8.	Adjournment	ALL
9.		

## Topics for Fifth and Gilpin LTD.

<b>Financial Report</b>	<b>All</b>	
<p>Discussion:            Brian handed out information he had put together pertaining to the balance sheet and income/expense items for 2017. With a discussion on where the association is at on funding .</p>		
<p>Conclusion:            While the association is looking at some large projects in the 2018 year the association is in a good place financially</p>		

<b>2018 Budget Approval</b>	<b>Keith McCarthy</b>	
<p>Discussion:            Most of the discussion was centered around looking over the budgetary expenses compared to the actual of 2017.</p>		
<p>Conclusion:            It was decided to approve the budget as written without a dues increase for the 2018 year.</p>		
<p>To do:            Keith will implement the new budget in January of 2018</p>	<p>Responsible party:            Keith McCarthy</p>	<p>Deadline:            January 1, 2018</p>

<b>New Business2017/2018 Projects</b>	<b>All</b>	
<p><b>Masonry and Brickwork:</b>            The updated Masonry and Brickwork proposal was brought to the meeting and discussed with the association. Theodora Pappas had some reservations about the bid due to unknown inspection of her stairs in the East yard of the townhome that she lives in. Keith had informed her that it was one of the stair cases that had been inspected and will be one of them completed.</p>		
<p>Conclusion:            The updated Masonry and Concrete Works bid was approved.</p>		
<p>To do:            Keith will schedule the work with Alex at Masonry and Concrete works as soon as possible</p>	<p>Responsible party:            Keith</p>	<p>Deadline:            ASAP</p>
<p>Chimney Cap Replacement for all Buildings:</p>		

<p>The Chimney caps for all buildings have not been inspected or replaced in a very long time and need to be looked at. Each of the buildings have chimney caps that need to be inspected and there are some chimney caps that need to be replaced.</p>		
<p><b>Conclusion:</b> Three vendors will be contacted to come out and give a bid for the chimney caps that need to be replaced.</p>		
<p><b>To do:</b> Keith will call out the three vendors that need to come out and schedule with them a time to inspect and bid the project.</p>	<p><b>Responsible party:</b> Keith</p>	<p><b>Deadline:</b> ASAP</p>
<p><b>Tree and Vine Trimming Bi-annually:</b> The owners of the association discussed the trees around the property and the vines on the Northeast corner of the property regarding the trimming and pruning.</p>		
<p><b>Conclusion:</b> All greenery around the property will be inspected and cleared bi-annually. Keith will call Arbor Scape for a bid to trim all trees for this season and remind them to make sure and trim the tree in the East yard of 1711 off of the alley.</p>		

<b>New Business</b>	<b>All</b>	
<p><b>Painting of the Buildings:</b> All buildings are going to be in need of paint in the 2018 fiscal year since they have not been painted in a long time. While the buildings are being painted the company chosen will need to look at the facia boards as well to make sure there is nothing that needs to be taken care of at the same time.</p>		
<p><b>Conclusion:</b> In 2018 the bidding process will start for the painting of the buildings and the facia board repair replacement.</p>		
<p><b>To do:</b> Contact vendors about Bidding the painting project.</p>	<p><b>Responsible party:</b> Keith McCarthy</p>	<p><b>Deadline:</b> May 2018</p>
<p><b>Front Hose Bib on 1709 and replacement of all screen doors:</b> The front hose bib on 1709 is not working and needs to be repaired. All screen doors at the property need to be replaced.</p>		
<p><b>Conclusion:</b> Repair of the hose bid and replacement of all screen doors will be looked at in the spring of 2018 for repair.</p>		

<b>Board Positions</b>	<b>All</b>	
<p>Discussion:  As the 2018 year is closely approaching the members that were in attendance were asked if they would be willing to join the board. Alexandra Pappas mentioned that everything seems to be running the way that it should be and she did not believe that any changes needed to be made.</p>		
<p>Conclusion:  The board will stay the way it is for right now including two board members. Tom Sisk and Brian Sinclair</p>		

<b>Adjourn and Next Board Meeting</b>	<b>ALL</b>	
<p>Discussion:  The members discussed the Declarations of the association and changes that may need to be made appropriately.</p>		
<p>Conclusion:  The meeting was adjourned at 7:45 and a meeting to discuss all declarations changes will be set at a later date.</p>		