



SHV Board of Directors Meeting Minutes

September 14, 2023

Zoom meeting @ 7:30 – 8:30 pm

- 1. Call to Order** – Meeting called to order at 7:31 pm by Terry.
- 2. Attendance & Quorum** – Ken, Ruth and Terry were in attendance, making quorum.
- 3. Approval of the Agenda/Any Additional Items** - Ken moved, Ruth seconded the agenda, with no additions.
- 4. Approval of Minutes from March 15, 2023 SHV BOD meeting** – Moved by Terry, seconded by Ken. Approved as circulated.
- 5. Update on Finance** – Terry reported that currently there is \$8910.91 in Operating and \$136197.54 in reserve.
- 6. Acceptance of Electronic Votes:** Moved by Ruth, Seconded by Ken that the electronic votes be accepted as submitted.
 - Approval to pay dryer vent cleaning for \$1,990.80 – May 18, 2023
 - Approval to pay for fixing garage door due to landscaper damage – BVP doors - \$126.00 – May 12, 2023
 - Approval to pay \$321.50 for updated Reserve Fund Study - May 16, 2023
 - Approval to pay TChelich \$192.62 for flowers at front of lane – May 21, 2023
 - Terminated Time Savers contract – May 28, 2023
 - Approved owners request to apply expansion foam/ sand to rear patio crack – May 29, 2023
 - New landscaping contract signed with Powerhouse – May 30, 2023
 - Approval to pay ConCrack \$2625 to install new concrete slab and fix aggregate everywhere – May 20, 2023
 - ConCrack missed a unit so approved another \$157.50 – May 30, 2023
 - Approval to pay Bristol Window Cleaning \$1,884.75 – June 7, 2023
 - Approval to pay Woodworks Inc. \$1,320.00 for woodwork repair – June 20, 2023
 - Approval to pay Hearth & Home \$6,130.53 to replace exterior fireplace vents – June 12, 2023
 - Approval for garage sale – June 29, 2023
 - Approval to replace windows with plain glass rather than decorative panes – July 8, 2023
 - Approval to pay AutoRain \$204.75 for sprinkler repair – July 25, 2023
 - Approval to pay Maximum Tree Care (arborist) \$945.00 – July 26, 2023
- 7. Old Business**
 - 7.1 Repair of fireplace vents:** These have been completed and the invoice paid.
 - 7.2 Add cleaning gutters to Reserve Fund Study** - This needs to be added to the Reserve Fund study next year, along with dryer vent cleaning, which should be done about every 3 years.



8. New Business

8.1 Gutter cleaning and repair – The money for this came out of the reserve fund, which was approved by the accountant with approval. Once the report from the gutter cleaning company is comes through, we can review and repairs that need doing.

8.2 Secondary suites – The SHV Bylaws and Provincial Bylaws are silent on this, but the city is making a lot of changes. Terry asked if this should be brought to an AGM. Ken noted that until things are clearer from the city, this item should be held. Ken will investigate what the city has about this and also the provincial body.

8.3 Request from owner to fix garage door - This was voted on and denied by the Board.

8.4 Budget for 2023/2024 – The Board reviewed the submitted Budget. Discussion was had as to why fees were increased to catch up and it was noted that the Reserve Fund had money taken from it for the fireplace vent repairs and the gutters. Terry will send this out to owners after sending the email to the Board for review first. It was noted that at this point the numbers for this year do not include September and October.

8.5 Solar panels – Ruth brought this forward for discussion with respect to what our feeling would be if an owner approached us about having solar panels installed on the roof of their unit. Given that the roofs and the exterior are Board responsibility. This will need to be investigated further in terms of whether this is something that would be allowed and what the implications of this. This will be put on hold for now but will be revisited nearer the end of the year.

8.6 Overnight parking in the lane – A specific policy does not exist for this. Terry will put together a policy on this and share with the Board prior to circulating to owners.

8.7 Contractor list- Terry provided this and requested that this be added to the website. Ruth will take care of that.

9. Adjournment – Meeting adjourned at 8.17 pm.