

MINUTES

Coach House Inc. Council Meeting

April 29, 2024

Call to Order: The meeting was called to order by President Greg Robertson at 7 p.m. April 29, 2024.

Board Members Present: Jane Cleary, David Graves, Greg Robertson, Dan Shomer and Shelby Simpson. Bob Bush and Joanne Traver were absent.

Owners Present: There were approximately 21 Owners in attendance.

Approval of Minutes: A motion was made by David Graves and seconded by Dan Shomer to approve the Minutes of the previous Board meeting on April 16, 2024. Motion was passed unanimously. Minutes will be posted in the mailroom and will be available on the Coach House website.

March Financials:

1. Funds from Restricted Reserve and three CDs (\$294,874) will be used to replace the elevator when needed.
2. Spectrum cable bill was \$4,340.41 when we had budgeted \$3,666.67. We are tabling the discussion of discontinuation of this item until the roof is completed.

The March Financials were reviewed at the April 16, 2024 Board Meeting and approved. They are on the website and posted in the mailroom.

By-Law Amendment Review and Owner Approval:

David Graves suggested the Board contact an attorney to advise amending the By-Laws. Fifty-one (51) Owners are needed to adopt any changes to the By-Laws. There are six major amendments suggested:

1. Expanding Board members from seven to nine to provide more participants when members must be absent. The majority of Owners present would accept this amendment.
2. Expanding Board Terms to three years (one-third elected each year) to provide more continuity on the Board. Discussion was had, and this amendment was accepted by the majority of Owners present.
3. Changing the Annual Council meeting to the last Monday of September at 7:00 P.M. instead of the 29th of September at 8:00 P.M., except for religious holidays. Suggestion was made to not specify a time on that day. The time is important because absentee ballots need to be counted two hours before the meeting. The 8:00 P.M. time frame makes it too late in the evening for some of our Owners. This amendment was accepted by the majority of Owners present.

4. Increase required insurance coverage amounts. The Board will be looking into the limits of our current insurance policy.
 - a. Raise the coverage for any one person injured to \$1,000,000;
 - b. Raise coverage for any one accident to \$3,000,000;
 - c. Raise property damage coverage to \$100,000.
5. Increase the Board authority for capital additions and improvements to \$10,000.
 - a. Discussion whether to raise this amount to between \$7,000 to \$10,000.
 - b. Previous amount of \$4,700 was spent on cameras due to theft.

Roof Update and Maintenance Issues:

1. D wing is completed.
2. Minimal deck replacements other than some rotted wood.
3. One of the roof drain lines that passes through D garage has collapsed in the ground outside the foundation. Mohawk Plumbing has proposed replacing it with a new drain line which would go out under the driveway. Their bid also includes a new trench drain across the entrance into the garage.
4. The flexible conduit carrying the electric wiring to several of the rooftop HVAC units has rusted through and needs to be replaced. The shields on each of those units will be replaced.
5. Dan Shomer has looked into buying a carpet extractor and keeping it on premises. The cost for a new one is \$4,200, but we are getting a used one for \$500, and we should acquire it in the next week or so. Someone from Leonard Brush Co. will be on site to instruct us on its setup.
6. The gate at Brownsboro Road will be repaired using stone instead of brick, as they could not match the current brick color. There is one bid of \$45,000. Coach House's portion will be \$13,339.89. We had budgeted \$6,000 for this project. There will be a meeting with Windy Hills tomorrow to see if they would be willing to contribute to this project.

Owner Concerns:

1. Sandra Tasman shared that the Social Committee appreciates members of the Board attending recent social activities held at Coach House.
2. Painting the hallways and getting new door numbers was discussed. This project has been tabled until after the roof is complete.
3. New Owners were introduced. Kathy Freyn in unit 302, and Elizabeth, daughter of the late Larry Alt, in 274D. Her son will be occupying the unit.
4. It was suggested by the Board that each unit Owner make a list of any repairs needed as a result of leaks, etc. from the new roof and kept the list until completion.

5. A sign for deliveries was made by Kathy Freyn to be put in the outer lobby.
6. Discussion was had regarding obtaining three bids to select one contractor to service all HVAC units. Some Owners have lifetime warranties which would not be able to be serviced by another company.

A motion was made by Shelby Simpson and seconded by Dan Shomer to adjourn the meeting. The motion was passed unanimously.

Respectfully submitted,

Jane Cleary

Secretary