

**Chaparral Pointe Adult Condominium Community**  
**Minutes of the Board of Directors**  
**Tuesday, December 6, 2022**

**Those in attendance:** Joe Robbs, Mike Dann Peter Haggarty and Dave Davies  
Cc: Katelyn Leslie, Go Smart Property Manager

The meeting was held at Joe Robbs residence who also acted as chair. Joe called the meeting to order at 1:30 and introduced the newest member of the board, Trish Weatherup. Trish has 12 years condo board experienced and has held every position.

**Positions were discussed and agreed upon/assigned as follows:**

Joe Robbs, Chair

Peter Haggarty, Vice-Chair/Landscaping (co-director)

Trish Weatherup, Secretary Treasurer

Mike Dann, Landscaping (co-director)

Dave Davies, Pest Control/bottle collection/returns

**Note:** Sharon Johnson, past chair has agreed to assist with the transition.

Trish said she is used to working on a collaborative board, meaning everyone on the board has an overall say in the operation but the overall director is directly responsible for his/her area. **All agreed.**

Trish mentioned she would like to do a community newsletter from time to time. She also said she would need instruction on how to upload the minutes and future newsletters to the website. Joe mentioned that Sharon has offered to teach Trish to do this. Mike said, as in the past, he will take care of hand delivering to those not on email.

**Frequency of Board Meetings:** Trish asked about frequency of meetings. Joe reported that in person are approximately four meetings a year and that most issues are dealt with on an ongoing basis through email.

**Bottles:** Trish will be responsible for accounting for and keeping the bottle money until such time as the ladies in the community need it to buy plants.

**Volunteers for additional board positions and outside of the board:** We are short two positions according to our by-laws, however, we do have the minimum required. We all felt it would be good to recruit community members to help with community projects on a one-off basis.

**Landscaping:** Landscaping was a major line item. Mike stated that the current year-round contract would expire March 31. Discussion ensued. Mike said the current group are a challenge to deal with, there have been issues with their service ongoing. Trish asked what the obligation is to come after a snow storm. Mike stated they do not have to come until 24 hours after a snow. Trish asked why the roadways are not done and expressed concern about this. **Discussion:** The costs to do the roadways in the past has been very high and there has been an issue hauling away, an expensive endeavour.

**Action:** All agreed that we should look at other landscaping companies. **Trish** will contact the landscaper who handled the previous complex she lived in. **Mike** said he has advised our current landscaper we will be seeking quotes from other companies but they will be included in the quoting process. It will be important when seeking quotes that we should look at ensuring we ask the same questions to all. The board agreed a year-round contract would be ideal. All information re: landscapers should go to Katelyn to prepare and send out an RVP.

**Fencing:** There was discussion regarding the fencing all along the back of Joe's place (west side of the complex). There is a complication to improvements as we share the fence with homeowners

**Action:** Joe will work with Katelyn to start this process.

Conversation regarding the structural issues with **Unit 83**. Katelyn will provide further information regarding next steps for this unit.

**Note/Follow up:** In emails dated Dec. 8, as per the Engineer's report, all board members including the past chair, Sharon Johnson, voted in favor of the epoxy repairs.

The meeting was adjourned at 3:35.