

MINUTES September 17th, 2025

Type of Meeting: Regular Special Annual

Date & Location

Pursuant to Article IV , Section 1 of the Bylaws of the Pooks Hill

Condominium, Inc. a regular meeting of the Board of Directors was held on a regular basis.

At this time, the Regular Meeting is held on the third Wednesday of the month

At Hour 7PM Minute at : (location) ONLINE

OFFICERS: The president called the meeting to order at HOUR 7 : 06 MINUTE AM/PM

QUORUM: (It is required that at least 2 directors be present to constitute a quorum)

DIRECTORS PRESENT _Laurel Yatsko, Pres., Rudy Gersten, V.P. _____

DIRECTORS ABSENT _____ Andrew de Castro, Sec/Tres. _____

OPEN COMMENTS from community: 12 minutes

- Topic of comment - Text Messaging - Rudy Gersten - use of text messaging to alert the community of meetings and other important information as needed. (such as snow removal parking, etc.)

MINUTES: The minutes of the _July__ month/_30__ day/_2025_____ year meeting were distributed to all BOD members prior to the meeting

MOTION made by ___ Rudy Gersten _____

To accept the minutes and waive reading the minutes

MOTION seconded by _Laurel Yatsko

VOTE **YAY** 2 NAY 0
MOTION ACCEPTED NOT ACCEPTED

REPORTS:

FINANCIAL REPORT/ TREASURERS REPORT - Management and Treasurer:

was received was not received

Assets - PHS is financially healthy with a reserve fund above the recommended level, based on last reserve study.

Only 2 units are 2 months behind in fees.

MANAGER’S REPORT: - Management **was received** was not received

Reserve study required every 5 years. 2 proposals for next study: Property Diagnostics – 2000 USD
Moser & Moser - 3800 USD

MOCO laws require a level of monthly fees to replenish the reserve funds in communities.

The CD from Forbright will mature Sept 18 2025. CD is to be rolled over to another Forbright CD at 3.5 %

COMMITTEE REPORTS:

Pool Committee **was received** was not received

2026 – pool will add Thursdays 3:30

Landscape Committee **was received** was not received

Because there has been some regular watering, no plants have been lost so far this year. Hopefully none will need to be replaced.

OLD Business:

Web Page

PHS web page being incrementally updated

Suggested that more pictures be added

ADT

At this time no camera recordings are being made

Not known if the camera at 5250 is recording.

Absentee owner will be contacted for information on electricity in unit

Unit 5210 – not recording (router is not at the unit)

PHS owns the cameras and router.

Monthly cost approximately 23 USD

New Business (must be on agenda) For each item needing a vote:

Gutter Cleaning

Proposals from 2 vendors will be forwarded to BOD for consideration to replace

Current contractor, Ned Stevens.

Annual Walk Through

Completed Sept. 17th

Notices will be sent out over the next few weeks

Comments from BOD

Rudy Gersten - Removal of speed bump at entrance of community on Pooks Hill Road

Replace with more modern rubber speed bump/

Mike Coburn/Manager will get a removal quote

Rudy Gersten – Move or remove cluster of signs at entrance

Move dog walking and dog waste pick up sign

Laurel Yatsko - move sign farther up Pooks Hill Road

Mike Coburn / Manager – can have sign moved

Comments from Community (15 minutes)

Justin Boreson – owner of 5252 – recently moved in.

Justin asked if owners had to be home when the gutter cleaners were working.

At present time, no. We will need to check with new vendors if we get a new vendor.

Community will be notified in advance of gutter cleanings.

ADJOURN: There being no other business a motion to adjourn was made by ___ Rudy Gersten

Seconded by _____ Laurel Yatsko _____

Vote **YAY** 2 NAY 0

Motion Accepted Motion not Accepted

Meeting Adjourned at TIME HOUR _8/ 05 MINUTE AM/**PM**

Next Meeting : Oct. 15, 2025

