

- **Move to Read or table last meeting minutes**
- **Roll Call**
- **Old Business**
 - **10 Scarlet**, Radon remediation. Complete.
 - Tom attended the standards meeting with the homeowner.
 - The homeowner was approved.
 - Radon remediation standards for the Duplex council was written
 - **12 Scarlet**, leaking basement.
 - Chris emailed all three Directors with two quotes.
 - Elite asked us to select one for approval
 - The homeowner approved waiting for the February Duplex Council meeting
 - Copies of the quotes with project scope will be re-emailed to all 3 Directors and homeowner.
 - **Tree trimming** urgency. All Duplex Homeowners were sent 3 emails requesting information about dangerous trees on their property that required immediate trimming. No tree removal is included at this time. The time for responses is now closed
 - All Directors now have the list of homeowners and the contractor quotes.
 - It was Tom's desire to have the project already started, but the need to collect names, and snow-pack has delayed the timing.
 - The urgency is due to several units that are experiencing roof and siding damage, (*that the duplex budget could not bear*).
 - Our Budget for tree trimming was cut from \$10k to \$8K by last year's team. This makes it necessary for us to short list our trimming to imminently dangerous trees only, and try to adjust the budget next year.
 - We cannot go over over budget this year.
 - We need to remind ourselves and our community that every \$1100 of expenditure for any and every reason could equate to a \$1 per month raise in fees if we are unable to cut corners elsewhere.
 - **Insurance** gap. There is no such gap insurance that would have protected the Duplex Council homeowner from the high cost incurred at 17 scarlet and subsequent assessment and raise in fees, or any other future incidents, but Tom is looking into some other possibilities that could help help homeowners.
 - **Document review**. Tom has been reviewing the documents for the Duplex Council. Along with Robert DeMarco, we believe that we discovered an error in our budget that could put an extra \$4.4k in our reserves, or about \$4/month per homeowner. This, of course, is already be offset by un-budgetted expenses.
 - **Snow removal** along Scarlet has been very responsive, how has it been along Marble fawn?
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- **Owners Forum**
- **Questions and Issues specifically related to old business**
- **All other concerns**
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