

LANSING POINT BOARD MEETING

AGENDA

Date: May 11, 2022
Time: 10am
Location: GMS Office & via Zoom
Present:
Regrets:

#	Topic	Lead	Reference Documents
1.	Call to Order, Adoption of Agenda	Chair	Agenda
2.	Approval of Meeting Minutes	Chair	Minutes of March 10, 2022

Action Tracking List

	ISSUE	WHO	CURRENT STAUS	NEXT STEP(S)	TIMELINE
3.	Draft Minutes from AGM	GMS			
4.	Monthly Financial Statements	GMS			
5.	Banking Information Updated	GMS			
6.	Owners to Be Notified of Board Positions	Mike			
7.	Website to have photo of Board Members and contact information	Mike			

LANSING POINT BOARD MEETING

8.	Contract with JATS	GMS			
9.	Reinstallation of Sump Pump	Ted/Mike			
10.	Removal of Water	Ted			
11.	Quote for Pavement Issues around Sump Pump	GMS			
12.	Quote for Cracks in Sidewalks	GMS			
13.	Sprinkler System online	GMS			
14.	Exit Sign in Building A	Ted			
15.	Bylaw Review	Mike			
16.	Insurance Briefing	GMS			
17.	Reserve Study Review	GMS			
18.	Vents Building B	GMS			
19.	Hot Water Tanks and Smoke/CO2 Detectors	GMS			
20.	Current Elevator Inspections	GMS			
21.	Bulletin Boards	Mike			

LANSING POINT BOARD MEETING

22.	Owner Document Status e.g. insurance	GMS			
23.	Website	Mike			
24.	Security Cameras	GMS			
25.	Humidistat Fans & Sensors	Mike			
26.	Fence	GMS			

DECISIONS REQUIRED

1.	Garage Sale		Issue: We should set a date and advertise for the annual garage sale
			ACTION:
2.	Window Washing		Issue: What date should we set for the Spring window washing?
			ACTION:
3.	Sealing Parking Lot Cracks		Issue: There seems to be more cracks in the pavement and they appear to be a bit deeper and wider. The Reserve Study recommended that at the very least we should address these yearly in order to extend the life of the current pavement. Options: Ignore

LANSING POINT BOARD MEETING

			2. Pay someone to do it 3. The Board purchases the materials and does it themselves ACTION:
--	--	--	--

DISCUSSIONS

1.	Spring Run-off and Highway	Board	Issue: Some concerns have been expressed that much of the water coming into the property is a result of the snow melt from the highway plowing. Is there a responsibility that YG bears in this regard? ACTION:
2.	BBQ	Mike	Issue: Some Owners have expressed interest in having a Lansing Point Community BBQ. A means to socialize with our neighbors and create a greater sense of community. Should the Board host one this summer? And if so, when? ACTION:
3.	Deep Cleaning of Interior Common Areas	Mike	Issue: We do have monthly cleaning of the interior common spaces ... this seems to only include the floors. When was the last time that baseboards, window sills and windows, door frames, light fixtures and walls were cleaned?

LANSING POINT BOARD MEETING

			My observation in Building B is that the above have not been done in a very long time and it shows. Should we attend to this and if so how? ACTION:
4.	Painting of Buildings A& B – All trim		Issue: The exterior trim of both buildings is showing serious fading and in a number of cases peeling. Also, there are areas where deterioration is occurring e.g. the wood structures around the columns are coming apart. Over time this makes the property appear as if it is not being maintained. How can we address this ... or should we? ACTION:
5.	Snow Removal and Fence Damage		Issue: This the second year that the snow removal contractor has caused damage to the fence by pushing large amounts of snow against it. Last summer the Board fixed it. This year the damage is more severe and will require fixing again. At the very least if we go with the same company next year they will need to agree to repairing any damage they cause with their equipment. What should we do this year? ACTION:

LANSING POINT BOARD MEETING

REPORTS - FOR INFORMATION			
6.	Financials	GMS	Reporting: Review of First Quarter Report ACTION:
7.	Property Management Report	GMS	Reporting: Update provided by GMS in regards ... property maintenance issues identified and addressed since last meeting; upcoming ACTION:

Upcoming Meeting Dates: July 14, 10am

Parking Lot: