

*OCSCC No 735 (East Market 3)*  
**MINUTES OF BOARD OF DIRECTORS MEETING**  
*July 9, 2018 (5.30 pm at 179 George St.)*

Attendance

Present	Mario Gasperetti, Brian McCauley, Rob Potter, Kayla McKale (Capital Integral Property Management)
Regrets	
Other	Georges Pharand – Owner-Resident

**1. Call to order**

The meeting was called to order at 5.30pm.

**2. Resident Owner Committee**

George Pharand attended from a committee representing resident owners to discuss the support that this group can provide to the BOD. As a group representing only a portion of the owners, the BOD cannot recognize this group as an official part of the management, but their input is appreciated and further communication with the committee is welcomed by the BOD.

**3. Approval of Agenda**

The agenda is focused on the budget discussion and other business was not added to the agenda as distributed.

**4. Approval of Minutes from Previous Meeting(s)**

Minutes from BOD meeting 5 June 2018 were discussed and a minor change made. Amended draft will be sent out with next meeting minutes.

**5. Management Report**

	COMPLETED	
1	Balcony railings	16-22 – inspection and torqueing completed with list of repairs to be completed. Contracting with Spirito to complete these repairs was approved.
	ON-GOING	
2	P3 sump pumps	Quotes received – no discussion/decision.
3	Balcony Railing system	Proposed modification developed by Keller Engineering and BASSI Construction out for review by manufacture.
4	Front door opener	Contract awarded for installation of automatic door opener.
5	Chiller repairs	Quote for repairs to chiller systems received from manufacturer. Only single quote, but approved as no other reasonable option for third party to make these repairs.

6	Legal fees – 604/1604	Fees for legal matters have not been received from the owner and thus the units have been liened.
7	Window cleaning	Cleaning has been booked for week beginning August 20.

## **6. Financial Summary**

Draft budget was discussed and modifications proposed based on a zero increase. New draft to be circulated along with draft letter to owners. Final budget and letter to be approved by email by July 16 to allow for communication with owners by August 1.

## **7. Decisions**

1. Budget – draft discussed and modifications to be circulated.
2. Carrier proposal for repairs to chillers – approved – see 5 above for discussion.

## **8. New Business**

No new business.

## **9. Date of Next Meeting**

Monday 10 September, 2018

The meeting was adjourned at 7.15 pm.

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President

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Secretary