

CCC 109 Board of Directors Meeting

April 11, 2018

Present: Robert Kerr (term expires **2019**), Mike Touzel (term expires **2020**), Mike Dexter (term expires **2018**), Matt Daroszewski (assistant property manager) and Barb Ravanelli (property manager)

Absent: Pamela Garcia (term expires **2020**);

Positions: Robert – President/ Treasurer; Pamela– Secretary; Mike T. – VP/Privacy Officer; Mike D. – Director at large in charge of rules and regulations enforcement; one position vacant

Call to Order

18:45 (Mike/Robb)

Agenda

- Unanimously approved by all board members (Mike D./Mike T.)

Last board meeting minutes (February 22, 2018)

- Minutes unanimously approved (Mike T./Robert)

Financial Statements

- To be reviewed on the portal going forward on the 20th of the month (no longer part of the meeting agenda)

Ratification of decisions made between meetings

- N/A

Business Arising

- Garbage – excessive garbage and elliptical machine at unit 30 removed
- Condo insurance renewal approved unanimously by board (Mike and Mike)
- So far no one has expressed interest in the vacant board position
- LED light replaced on the side of unit 50
- Engineers report – Roof leaks repaired at units 5 & 35 – 12 roofs slated for replacement this year
- Lawyers letter sent to owner of unit 56 re Airbnb but no response from the owner has been received.
- CAO year end completed and submitted to CAO prior to April 1 deadline.
- Fencing project – 87 to 95 to be done this year (awaiting scheduling from Lindsay Landscape)
- Replacement of condemned rear deck of unit 77 to be completed this spring
- Cladding replacement – whereas we have attic issues that need to be addressed this year, this project will have to be postponed or downsized to one end only (unit 30).
- Stucco and parging repairs – this project's quote was ratified previously and should be slated for completion this spring.
- Exterior lighting – 3 pole lights between units 87 and 100 need to be replaced this year. Any remaining halogen lights not converted to LED will be converted when they cease to function only.
- Sealant project – this will go ahead as per reserve fund study in the spring.
- Water issues between blocks – Lindsay to complete repairs between 40/41 this spring.
- CAO director's course – issues with the website have prevented directors from completing the course. **PM is looking into this issue and will advise the directors when the issue is resolved.**

- Winter and summer contracts will be extended for Lindsay Landscape providing the cost of first year of the new contract matches the cost of the last year of the old project.
- 2018-19 Budget was reviewed by the board and all items approved except for the bank fees. *PM is looking into getting these fees reduced as they are too high. Notice of special assessment to accompany the budget.* Owners will be given the option of one, three or twelve payments per year. Condo fees will increase by approximately 18% (approx. \$420/mo. plus the special assessment).
- New rule for smoking and marijuana drafted by the board's legal council was unanimous approved by board resolution (Mike/Robert) and will be sent to the owners this month.
- New rules regarding electric vehicles and rentals of units that were approved by resolution at the last meeting are now in effect.
- Items for the spring newsletter will include vacant board position, garbage, the new rules, smoke detectors and costs for emergency services amongst the standard housekeeping items.
- Annual board walkabout to be held on Wednesday May 30th at 6:30pm – *Justin from Keller to be invited to join us by PM.*
- Robert and Mike T. will be attending a director's course presented by CCI on Sat./Sun. April 28-29 and the ACMO conference on Saturday June 9th.
- One heater to be replaced in an electrical room

Correspondence/Letters

- N/A

Status Certificate updates

- N/A

Other Business

- N/A

Adjournment

- 20:11 (Robb/Mike D.)

Next Meeting

- Wednesday June 20 – 6:30pm
- Location: Dymon Storage

Agenda items

- Roof replacements - update
- stucco/parging project- update
- Spring walkabout – action items
- Unit 77 Rear deck replacement – update
- Attic repair project – update
- Any new board members to be appointed
- Pole lighting replacement – update
- Ratification votes as required
- Fencing project – update

- Sealant project – update
- Parging project – update
- Neighbouring fence issue behind units 70-78 - update
- New marijuana and smoking rule - update

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