

Minutes of the Meeting of the Board of Directors for Chaparral Estates – February 4, 2009 – Office of Montgomery Ross

CALL TO ORDER:

Meeting called to order by Donn at 5:30 pm.

ATTENDANCE:

In attendance: Jim Carroll, Mechtild Foelling, Tia Melnechenko, Lorna Romaniuk, Donn Lang

On behalf of Montgomery Ross: Juliana Borisova.

Regrets: Wanda Olson

MINUTES OF PRIOR MEETING:

Jim moved that the minutes of the December 12, 2008 Board of Directors ("Board") meeting be accepted as distributed. Mechtild seconded. All approved.

PRESENTATION:

Richard Strand of Home Investment Management Inc. ("Home") presented the Board with a proposal for investment of the Chaparral Estates Reserve Fund currently held at CIBC Wood Gundy. The Board will review the material and should it plan to proceed with Home the Board and Mr. Strand will, either in person or teleconference, prepared an investment strategy in order to maximize returns and retain principal for the reserve fund.

A decision will be made at the next Board meeting when all Board members will be present.

MANAGEMENT CONTRACT:

Donn Lang, President, signed a renewal management contract between Chaparral Estates and Montgomery Ross

REPORT FROM JULIANA BORISOVA:

1. CNM Design presented Chaparral Estates with a letter explaining the issues of spalling of the concrete approaches. Tia has agreed to consult with her Father-In-Law, who has 46 years concrete experience, and will report at the next Board meeting.
2. Units #27 and #29 are still dealing with insurance in regards to the hose left running while on vacation. The Board has not been involved with this process but appreciates updates.
3. The invoice from Abacus to repair the east fence damaged as a result of a car accident has been forwarded to the insurance company.
4. Painting to be completed by Abacus has been delayed due to weather. They will be onsite to complete the painting as soon as possible.
5. The damage that has resulted in carelessness by Total Landscaping ("Total") during snow removal has been discussed with Total. It has been decided that damage to lights and other decorative items by owners will be the responsibility of the owners. As far as the damaged curbs, Juliana will discuss with Total regarding repair.
6. The Board and Green Carpet were unable to meet on December 13, 2008 due to poor weather. Rich from Green Carpet is still willing to meet with the Board at anytime. The issue of the retaining wall remains outstanding. When the snow has melted Green Carpet and the Board will meet to resolve the issue.
7. The Arborist will be making rounds at Chaparral Estates and attending to the trees in the next couple of weeks.

8. Juliana will begin soliciting quotes for summer landscaping contracts.
9. Juliana will send a letter to Unit #65 a reminder about our By-laws in regards to loud music, parties and parking violations as there have been complaints.
10. Juliana will draft a final letter to Unit #31 regarding the dented garage door and the fireplace vent. Juliana will forward the owner/resident a registered letter that if repairs are not completed within 7 days from letter date a contractor will be hired to complete the repairs. The letter will also request a written confirmation from ATCO Gas that the fireplace has been inspected and is safe and to remind owner regarding the Bylaws around his barking dog. Should the dog complaints still be forthcoming the Board will consider having the animal removed from the property and/or fine the owner.

ANNUAL GENERAL MEETING:

Juliana received the financials on February 3, 2009 from Shahid. She will send out letters to owners this week.

As previous year's attendance to the AGM has been poor the Board has decided to raffle off 1 (one) month of condo fees. All owners' names in attendance at the AGM will go into a hat and one owner, except for existing the Board members, will win 1 (one) month of no condo fees. Mechtild moved. Jim seconded. All approved.

DEFERRED/ONGOING PROJECTS:

- Juliana received a quote for the repainting and replacing of the unit numbers and the board they are attached to. It was discussed that we should consider replacing the wood bases with plastic ones. It was decided that this project would be deferred to a spring project.
- Bryan Burt from Dyna-Crete inspected Donn's back steps. It was discussed whether, based on Bryan's comments, a polymer/epoxy coating would work. Tia had conversations with her Father-In-Law, cement contractor, and comments from him were if moisture were to penetrate in between the cement and polymer/epoxy coating then issues could occur. In any event, this project has been deferred to spring which at that time the Board will discuss with Dyna-Crete and Total Garage on solutions.
- Mechtild's siding will be checked in spring to ensure the materials underneath are dry. There is concern that moisture is collecting behind the siding.
- Juliana will also request the painter and Abacus, when onsite next, to determine the colour of our siding and check for availability.
- Leaking Ceilings: Three units, Unit #82, Unit #2 and Unit #9 (?), have complained of leaking ceilings in the middle on the living room, on main floor. Juliana will investigate with owners to determine what the cause of each leak was. It will then be discussed by Board whether this should be included in a future newsletter to alert owners of a potential "inside" issue.
- Meeting with Green Carpet to discuss retaining wall
- The Board to discuss landscaping contract

COMPLETED MAINTENANCE ITEMS:

- Light replacements have been completed for all, including the "difficult" one, Chaparral Estates light posts.

ADJOURNMENT:

Lorna moved that the meeting be adjourned at 7:30 pm.
Seconded by Mechtild. All approved.