

Minutes of the Meeting of the Board of Directors for Chaparral Estates – March 18, 2009 – Unit #70

CALL TO ORDER:

Meeting called to order by Mechtild at 7:00 pm.

ATTENDANCE:

In attendance: Jim Carroll, Mechtild Foelling, Tia Melnechenko, Lorna Romaniuk, Wanda Olson

On behalf of Montgomery Ross: Juliana Borisova.

Regrets: Donn Lang

MINUTES OF PRIOR MEETING:

Jim moved that the minutes of the February 4, 2009 Board of Directors ("Board") meeting be accepted as distributed. Mechtild seconded. All approved.

BOARD POSITIONS:

The following positions were accepted for the 2009 Chaparral Estates Board Members:

Mechtild Foelling; President
Wanda Olson; Vice President and Treasurer
Tia Melnechenko; Secretary
Lorna Romaniuk; Newsletter
Jim Carroll; Maintenance
Donn Lang; Director at large

It is understood that these positions may change throughout the year and will be noted in minutes when required.

The corporate seal will be located and transferred to Mechtild for safe-keeping.

Juliana left a box of 2007 files relating to the business of the Board in garbage room C. Mechtild will collect the box and store for the Board.

HOME INVESTMENTS MANAGEMENT INC.:

Wanda moved that the Board accept the proposal set forth by Richard Strand of Home Investments Inc. Lorna seconded. All approved.

It was decided that Wanda and Tia will meet with Richard Strand to build and investment objective for the management of the Reserve Fund capital.

REPORT FROM JULIANA BORISOVA:

1. Juliana has received several quotes for landscaping for the 2009 summer. Quotes received so far are:
 - a. Bugaboo Landscaping: approx. \$15,500.00
 - b. Turf Maintenance: approx. \$15,000.00 (after extras are added)Juliana will request an updated quote from Green Carpet and Peritus Yard Maintenance.

Juliana will also prepare an Excel spreadsheet comparing all the quotes received in order for the Board to easily compare quotes.

2. Jim has agreed to meet with Green Carpet in regards to the damage done during the summer of 2008 of landscaping personnel to downspouts. Juliana will also provide receipts for the repair of the damaged downspouts Green Carpet viewed during the May 2008 walkabout to verify the additional damage was incurred by Green Carpet.

3. Juliana to provide comparison of what was paid previous year(s) in spring clean up. It is being considered to contract Bugaboo to perform spring clean up.
4. Unit #65 was sent a letter to unit resident and Mother in Texas. The letter was in reference to the excessive noise. The letter also stated that future infractions of by-laws may result in a monetary fine.
5. Unit #61 was sent a letter in regards to the garbage left at the front of the unit.
6. Unit #31 was sent a registered letter instructing him that repairs to the garage door, proof of inspection of fireplace vent, and retraining of dog are to be completed no later than March 31, 2009. After the deadline a contractor will be hired at owner's expense to complete the repairs to the garage and inspect fireplace vent. In regards to the dog, if the animal continues to bark incessantly the Board may exercise its right to have the animal removed from the community. It was confirmed the letter was received by the owner.
7. The next newsletter will advise all residents that Christmas lights must be taken down by March 22, 2009. A letter will be sent to any residents that do not comply.
8. A Workers' Compensation Board ("WCB") account has been set up in the Corporation's name in case Jim sustains any injuries while conducting maintenance
9. Unit #27 and #29 are currently in a dispute regarding the outside tap at #29 left open which resulted in #27's (finished) basement to leak. The insurance company for #29 has determined that cause of the leak in basement can not be proven the fault or responsibility of #29 and have subsequently closed the claim. #27 is currently seeking or being encouraged to seek legal advice.

There is an outstanding invoice of \$1,200.00 for disaster services for cleaning up the damage in basement. The Board has decided to present the bill to #27 as it is for clean up in that unit. The responsibility to collect damages from #29 lies solely with #27.

The Board empathizes with #27 for the unfortunate incident but feels it is inappropriate to get involved in a potential civil situation between neighbors.

The Board will however provide #27 with some insight as to the ground conditions (too much packed clay) that may have aided in water ending up in #27's basement and not #29's.

10. Unit #37's request to install a satellite dish on her rear mini-roof (over the main floor picture window) has been approved with the condition she sign an indemnity against any damages or repairs needed that result from the satellite dish being attached to the building.
11. Unit #37's request to install a handrail for front door access has also been approved.
12. The back steps of Unit #86, the Board's "Test" steps, are a priority. They were painted to test if that would fix or hide the spalling that would occur. It did not. Juliana will contact Dyna-crete to see if there is a repair that can be done to fix not only the back steps but everyone's front steps that are need of repair. If not the Board will reinvestigate the option of having an epoxy coating applied. Whichever repair is decided on sandblasting will be part of the repair. The Board hopes to have the back steps issue resolved by the end of April 2009.

13. Juliana will forward the letter to CNM Designs, regarding the front concrete approaches, which was drafted and reviewed by the Board.
14. Jim will arrange to pick up a white outdoor light and install on Unit #86's garage. The Board will be able to view the light on the unit to determine if white lights would work for the community.
15. Lorna will contact Unit #45, Leslie, to see if she is interested in maintaining the front garden bed again this year at \$25.00/week.
16. A call for people to joining a Parking Committee for the community will be advertised in an upcoming newsletter. This committee will report to the Board when/if issues arise.
17. The Spring Walkabout is scheduled for April 27, 2009 at 6:30 p.m., weather permitting. All Board Members will meet at Unit #21.

DEFERRED/ONGOING PROJECTS:

- **PRIORITY #1:** 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. Juliana to request quotes or suggestions on what will be done. Target deadline: End of April 2009.
- Working with CNM Designs to resolve the concrete approach issue.
- 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.
- 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

NEXT MEETING:

The next meeting will be on April 27, 2009 at Unit #21 after the Spring Walkabout is completed. Spring Walkabout scheduled for 6:30 p.m.

ADJOURNMENT:

Jim moved that the meeting be adjourned at 9:10 p.m.
Seconded by Wanda. All approved.