

Minutes of Special Meeting of the Board of Directors for Chaparral Estates November 16, 2009 – Unit #84

CALL TO ORDER:

Meeting called to order by Lorna at 6:30 pm.

ATTENDANCE:

In attendance: Donn Lang, Lorna Romaniuk, Jim Carroll, Mechtild Foelling, Wanda Olson, Joanne Serjeant, Tia Melnechenko.

On behalf of Montgomery Ross ("MR"): Vicci O'Brien.

NOTE:

This was a special meeting requested by the Board with MR, specifically Vicci, to discuss the past year performance of MR. Therefore not all topics were discussed and previous minutes were not reviewed or accepted.

UNIT #86:

Vicci reviewed all documentation regarding the water seepage due to the foundation crack of Unit #86. Upon review and discussion it was agreed that an apology letter to the Lang's would be issued. However it was also noted that there were other mitigating circumstances that lead to the breakdown of communication, i.e. change in MR Representative, multitude of emails, etc. MR takes final responsibility for the time delay and wants to put the incident behind us all and use it as a learning experience. The Board appreciates MR's willingness to make things right.

Vicci has also agreed to contact Magicclean to help along the final repairs needed to complete Unit #86's basement.

MANAGEMENT FEE INCREASE:

MR's fee increase was discussed as well as the performance of MR over the past 12 months. Vicci agreed that although MR did complete the job she conceded that they did not complete the job in stellar fashion. Vicci agreed to waive the fee increase for the November 1, 2009 – October 31, 2010 contract. The Board accepted this solution and will review in 6 months.

UNIT #27 and #29:

Vicci will follow up with the Cooperators Insurance to determine what can be done regarding the outstanding invoice. She will advise Tracey who will report to the Board.

BETTERMENTS AND IMPROVEMENTS:

Adding a Betterments and Improvements clause to our insurance was discussed. Vicci advised to not change the by-laws to include this as it would not cover basement seepage as no insurance coverage does. This will be discussed with Tracey at the next meeting.

PARKING:

In an effort to assist the Parking Monitors, Joanne and Tia, Joanne suggested mailing out a letter to all owners regarding the parking policy. She will draft a letter and, upon Board approval, will be mailed to all owners outlining the 3 day/week limit on visitor parking along with the no parking policy on roadways. The letter will also request owners to ensure they update their information with MR, i.e. advising of tenants, phone numbers, email address, pet registry, etc.

NEXT MEETING:

** at 6:30 pm. Unit #70 (Mechtild's)

ADJOURNMENT:

Wanda Olson moved that the meeting be adjourned at 8:45 pm. Mechtild Foelling seconded. Motion carried.