

Minutes of the Meeting of the Board of Directors for Chaparral Estates March 25, 2010 – Unit #33

CALL TO ORDER:

Meeting called to order by Donn at 6:40 pm.

ATTENDANCE:

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

On behalf of Montgomery Ross ("MR"): Tracy Harris.

MINUTES:

Donn moved that the minutes of the January 13, 2010 meeting be approved. Jim seconded. Motion carried.

BOARD POSITIONS:

The following Board positions have been assigned:

1. President – Joanne Serjeant
2. Vice-President – Wanda Olson
3. Treasurer – Donn Lang
4. Secretary – Tia Melnechenko
5. Newsletter – Lorna Romaniuk
6. Maintenance – Jim Carroll

FINANCIALS:

Caveats will be placed against Units #15, for unpaid condo fees, and Unit #27, for unpaid invoice of clean-up.

There are no other outstanding amounts.

UNIT #4:

MR has forwarded a letter to the owner regarding the "For Sale" signage placed on common property. The sign has been removed. This issue is closed.

UNIT #15:

There is an unregistered vehicle parked on the driveway of Unit #15. This is in direct violation of the by-laws and could be a liability issue for the Corporation as any damage to it or as a result of it could impact the Corporation insurance. Tracey will forward a letter to the owner that it must be removed no later than April 2, 2010.

UNIT #27:

The Board has forwarded its response to Unit #27 in regards to the water leakage in the basement area and has determined that it is a civil issue between Unit #27 and Unit #29. The outstanding invoice is to be paid by Unit #27.

In regards to determining if a foundation issue exists, the Board is committed to ensuring the proper tests and inspection will proceed once the ground thaws.

UNIT 64:

Tracey will contact owner of Unit #64 for a written request of the landscaping outlining the issues on the east side of the building.

UNIT #67:

The owner of Unit #67 will consult owner of Unit #65 to ensure that any patio upgrade does not impede on their enjoyment of the back area. Once provided to the Board an approval letter will be issued to Unit #67.

UNIT 68:

Jim will assess the back siding that is loose. Tia will advise owner of Unit #68 that any damage to grass during snow removal will be addressed on the spring walkabout.

UNIT #84:

Tia will contact "Total Basement" in order to inspect the sump pump assembly located in Unit #84 that services the entire block.

PAVEMENT:

Tracey is looking into getting quotes. Joanne has a contact in the building industry whom she will ask for contact information for reliable contractors.

CANVASSING:

Joanne and Tia will coordinate efforts to canvass the entire community to update the owners' list and inform owners of the impending website.

TREE INSPECTION:

The Board has decided to not solicit April's inspection of the trees within the community. We will continue having Jim maintain the foliage.

STUCCO WALL:

During the walkabout the Board will ask Explosive for options on the repair of the west Stucco wall. The ground is compressing which is leaving a crack along the bottom.

COMMUNICATION:

The Board is committed to better communication with owners. In light of this any issues involving any specific unit will be notified via Canada Post.

SPRING CLEAN-UP:

The Board approves Bugaboo to proceed with the spring cleanup.

SWAN ROOFING:

The project lead will be onsite the week of March 29th, weather permitting, to inspect the roof and assess which repairs are required.

FENCE PAINTING:

The Board will evaluate the fence during the walkabout to determine which repairs are needed this year.

FLOWER BEDS:

The owner of Unit #47 has been approved as the caregiver of the flowers beds at the entrance. Her rate increase from \$25.00/week to \$30.00/week has also been approved for the upcoming season.

LADYBUGS:

Joanne, Tia and company will again distribute 500 lady bugs on the property. This proved to be an effective means of controlling aphids last year and will continue for another season.

PARKING:

Parking continues to be monitored. Tracey will also provide quotes on having the visitor parking lines repainted.

WEBSITE:

Tia has contacted Network Solutions for website hosting. The Board approved the cost of \$299.97 US for a 5 year period. Tia will build the website and release to the Board for approval before going "live".

RESERVE FUND:

The Reserve Fund Study is completed with the exception of a few spelling errors. Once the errors have been completed by Manicore a final copy will be released to the Board.

GARBAGE "A":

Tracey will contact Abacus to install a lattice encompassing the upper open portion (the east, south and north side) of Garbage "A" to deter people from throwing the garbage over the top instead of actually placing garbage inside the bin. The area around Garbage "A" is continually littered with trash that seems to not find its way inside the bin.

NUMBERS PROJECT:

This project has been completed

TAX CREDIT:

MR issued to all owners a notice that the Corporation did not have any/significant expenditures for the 2009 tax season to claim.

MONTGOMERY ROSS:

Tracey notified the Board that MR will not be submitting a proposal to manage Chaparral Estates upon completion of the existing contract that expires October 31, 2010. The Board is currently seeking quotes from other management companies.

NEXT MEETING:

The next meeting will be announced via email.

ADJOURNMENT:

Joanne moved that the meeting be adjourned at 9:00 p.m. Donn seconded. Motion carried