

**Minutes of the Meeting of the Board of Directors for Chaparral Estates  
August 3, 2010 – Unit #84**

**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:**

Tia moved that the minutes of the May 25, 2010 meeting be approved. Joanne seconded. Motion carried.

**REPLACEMENT OF TREASURER:**

As of August 7, 2010, Donn Lang no longer qualifies to be a Board member of Chaparral Estates due to the sale of his unit. Wanda Olson has agreed to take on the responsibilities as Treasurer along with Vice President until, at the very least, the next AGM.

Several residents that meet the criteria of being a Board member have been invited to the next Board meeting in September to garner interest in filling the vacant seat.

**FINANCIALS:**

Currently the budget projects the 2009-2010 operating year will end with a deficit of approximately \$4,000.00. It has been recommended by Treasurer that no additional spending be approved in order to lower the deficit as much as possible. The Board endeavors to be fiscally responsible however there were several projects that needed attention this year. The Board anticipates to be within budget next year.

**WEBSITE SURVEY:**

A website survey was sent to a random sampling of owners in regards to rating the website and its usefulness. Over 50% of those survey responded that they found the website useful.

Several Board members raised the concern that all Board members were not asked to participate in the design of the survey.

**COMMUNICATION:**

Some Board members do not feel that there is effective communication between members. With that in mind a new weekly SPOC process will be implemented to ensure all members are aware of all issues and comments between all members.

**WEBSITE MAINTENANCE:**

A call for a volunteer has been made on the website to ask if any owner is available to maintain the website. Currently owner and Board member Tia Melnechenko is maintaining the website for a fee of \$100.00/month.

The website and the costs associated with it will be raised at the AGM to receive a vote from owners in attendance on whether to continue it or not.

**PROPERTY MANAGER:**

The Board has consulted legal advice and reviewed the contract from Prairie Management which comments have been given back to Andrew Fulcher, owner/operator of Prairie Management. Upon his reply and revisions and new contract beginning November 1, 2010 is anticipated to be signed.

Beginning November 1, 2010 the Board will rely on Prairie Management to oversee management functions some Board members have taken on.

**UNIT 95:**

During the spring walkabout conducted in May 2010 this unit was identified to have a garage door that required repair. The owner has spoken to Tracey at MR and intimated that due to financial constraints is unable to repair the door. The deadline given was July 31, 2010.

The Board has asked Tracey to go back to the owner and discuss when finances will be available to fix the door. The Board is reviewing several options.

**SUMP PUMP SERVICE:**

Sump pump service has been scheduled for August 13<sup>th</sup> and 14<sup>th</sup>, 2010. Tia has been asked to email those affected to ensure these dates work. For those it does not the Board is prepared to work with these owners by rescheduling to ensure servicing is completed.

**CHAPARRAL ESTATES SIGNAGE:**

It has been agreed that with the replacement of the fence a sign for the community will be deferred until next fiscal year.

**NEXT MEETING:**

The next meeting will be September 7, 2010 at 6:30 p.m. at Unit #67 (Tia).

**ADJOURNMENT:**

Jim moved that the meeting be adjourned at 8:35 p.m. Donn seconded. Motion carried