

**Minutes of the Meeting of the Board of Directors for Chaparral Estates
September 7, 2010 – Unit #35**

CALL TO ORDER:

Meeting called to order by Wanda at 7:05 pm.

ATTENDANCE:

In attendance: Lorna Romaniuk, Jim Carroll, Wanda Olson, Joanne Serjeant, Tia Melnechenko.
Owners in attendance: Wendy Gordon, Tricia Bauer, Brent Mclver

MINUTES:

Wanda moved that the minutes of the August 3, 2010 meeting be approved. Jim seconded. Motion carried.

TRANSITION TO NEW PROPERTY MANAGER:

Tia will request from Tracey Harris, Montgomery Ross ("MR"), what paperwork, if any, is required in order to have a smooth transition to Prairie Management ("Prairie"). Tia will follow-up with the Board via SPOC with any updates.

UNIT #67:

Unit #67 witnessed the downspout, above both basement windows, overflow during a recent rain storm. Additionally it was witnessed by the owner that water was also coming in from the sides of the window well that has pulled away from the building.

Abalon has inspected and will provide a quote to MR. Abalon's recommendation is that a sump pump be installed in the basement foundation along with weeping tile in the window well itself as there is no drainage. This would require jack hammering the foundation and other structural maintenance that the Board feels is unnecessary.

Jim will investigate a cover solution for the top of the window well to prevent water from collecting in the window well.

DOWNSPOUTS:

Several units that face east are discovering ice build up in the winter along the walkway to the front steps. Jim will investigate a solution that will re-route the water from the weeping tile located in the concrete walkway.

BUDGET:

It was discovered that the table used in the budget reflected Table 1 from the Reserve Fund Study when the Board approved Table 2. The Board now feels that it would like to use Table 1 and has requested assistance from MR in determining whether this can be achieved or not.

Additionally, in an attempt to balance the budget for 2010/11 and cover the deficit created this year, the Board is reviewing the budget to determine where savings can be found.

CHAPARRAL ESTATES SIGN:

Brent Mclver, owner of Unit #36, is employed with Atlas Sign and has offered to assist the community in replacing the Chaparral Estates sign. Brent suggested the Board visit [www. Flairgraphics.com](http://www.Flairgraphics.com) to determine what the Board would like.

Brent will work with Andrew at Prairie on the new sign project.

CONCRETE STEPS AND APPROACHES:

TCQ has come out and applied another coat of sealant to the steps that has Planitop XS applied this year and last year. The initial sealant dried with a spotted look; the new sealant is a high gloss sealant. The Board is happy with the outcome.

Once TCQ modifies their bill to remove the application of sealant to the back steps of Unit #86, the Board will approve for payment.

PRIVACY WALLS:

It was discussed whether there was an opportunity to use the siding off the privacy walls located in the rear of the units as replacement siding for the buildings. It was discussed to have the existing privacy walls removed, strip the siding, and replace the privacy wall with the same fence material.

Should the buildings need siding replaced this option will be investigated to see if there is a cost savings to ordering new siding.

RENTERS:

The By-laws state the any renter must sign an agreement that they will abide by the By-laws of the community. This topic will be discussed with Andrew at our next meeting.

ROOF REPAIRS:

The roof repairs are completed. Units #21 and #23 are still finding wet spots on their ceiling that Mending Homes has concluded is coming from the roof. It was discussed whether the issue is less about the roof and more about the flashing.

The Board has requested that Tracey coordinate with Abacus to come on site to inspect and offer an opinion if this could be the case.

The Board will be advised of any updates via SPOC.

FENCE:

It was observed that the gap from ground to the bottom of the fence behind Unit #23 is quite dramatic. Jim will add loam to the ground to fill in the gap. This will also be addressed during the next walkabout.

PRAIRIE MANAGEMENT CONTRACT:

The contract for the services of Prairie has been signed. Andrew will begin working with Chaparral Estates beginning November 1, 2010. Advertising to owners will begin approximately on October 15, 2010.

MESSAGE FROM THE BOARD:

In an effort to provide more communication Joanne will compose a message from the Board that will be posted on the website. Before posting the Board must approve.

TREASURER:

There is a vacancy on the Board since Donn Lang's resignation. The Board has posted on the website that any interested parties should email the Condo Board email for consideration. There are currently at least two owners considering joining.

COMMUNITY STANDARDS:

Joanne raised concerns regarding the repair that was done to the garage doors for Units #93 and #95. The owners spray painted the bottom of the door instead of having it professionally repaired or replaced. The majority of the Board agreed that the repair was not unsightly and acceptable. The garage door issue will be re-visited during the spring walkabout. Joanne noted that going forward a precedent could be set for other repairs requested by the Board.

NEXT MEETING:

The next meeting will be November 3, 2010 at 6:30 p.m. at Unit #67 (Tia).

ADJOURNMENT:

Lorna moved that the meeting be adjourned at 9:07 p.m. Wanda seconded. Motion carried

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