

Minutes of Board of Directors Meeting

Thursday, May 19, 2022

Held via Zoom

In Attendance: Greg Geralde, Alan Gracan, Howard Craven, Oliver Borovic, Richard Mortimer

Guests: Gordon Wegg

The Meeting was Called to Order by Greg Geralde at 7:05 p.m.

1. Approval of Minutes

**MOVED by Howard Craven to approve the minutes of the April 27, 2022 board meeting.
SECONDED Greg Geralde. CARRIED.**

2. Directors' Reports

a. Building Supervisor's Report

Contractor Work Completed

- April 27 - Mainline snakes D kitchen stack to remedy water back-up.
- May 13 - Lonergan returns to fix leaking pipe in pump room.
- May 13 - A-Sharp Signs installs new street numbers.

Work Completed by Building Supervisor

- May 11 - Re-installed parking arm that fell off.
- May 16 - Flushed den AC unit in 4B.

Moving – No Moves

b. Treasurer's Report – Alan

Distributed and discussed the Quarter 1 results for January through February. Overall, expenses are \$16,000 overbudget. This is offset by an unexpected mutual payment from our insurance company of \$4,000.

Admin and personnel expenses are in line with budget. Fire safety is almost \$6,000 over budget primarily because of repairs needed from the annual fire inspection. Some of this is timing and will decrease as the year goes on.

In utilities, gas is over budget by \$5,000, but electricity is almost \$3,000 under, so that the net overage in the category is \$2,000.

In repairs and maintenance, costs are \$10,000 over budget. This is because we have already exceeded the annual budget for plumbing repairs with costs of \$13,000 in the first quarter. These are from unusual unexpected required repairs to waste pipes.

c. Owner Relations Report – Howard

- The Director of Owner and Resident Relations met with owners of a suite to discuss renovation plans and the required documentation.
- Residents of the 5th floor were sent a reminder to place food waste in a loosely tied plastic bag before placing in the green bin.

3. Current Projects and Business

a. Window/Caulking Project

Work continues to move along. There have been some concrete repairs required on the 9th, 8th, and 7th floors.

Almost halfway through the project with the D and A suites almost finished. B Suites should start about June 13th, and it is currently expected that C suites will start mid-August.

b. Planning for Annual General Meeting

The Annual General Meeting will be held Wednesday June 29th. One director position will be open (Richard's). Notices will be sent to owner's as required. We will again use our lawyer to chair and administrate the meeting.

c. Other Projects

- i. Hydro Vault – Because power will have to be shut down to perform the repairs, the project is on hold until it is determined that it will not have a negative effect on the window project.
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- ii. Front door signage – Howard will change the website on the front door from 256jarvis.com to 256jarvis.ca. It was noted that both addresses will work as the .com name is being redirected to the .ca site.

4. Quotes for Approval

None.

5. Other Business

None

6. Adjournment

The meeting was adjourned at 7:57 p.m.
