

Minutes of Board of Directors Meeting

Thursday, January 19, 2023

Held via Zoom

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

Absent: Greg Geralde

Guests: Gordon Wegg

The Meeting was Called to Order by Alan Gracan at 7:02 p.m.

1. Approval of Minutes

MOVED by Howard Craven to approve the minutes of the September 22, 2022 board meeting. SECONDED Alan Gracan. CARRIED.

MOVED by Howard Craven to approve the minutes of the December 8, 2022 board meeting. SECONDED Richard Mortimer. CARRIED.

2. Directors' Reports

a. Building Supervisor's Report

Work Completed by Contractors

- December 12 - Lonergan performed annual inspection
- December 16 - Merrit cleaned C stack fancoil units
- December 27 - MacEachern's cleaned hallway carpets and floor mats
- December 28 - Mainline repaired leaking valve in pump room
- January 4 - Mainline performed another walkthrough to identify pipes still in need of replacing
- January 17 - Tyco fixed resident list issue on intercom

Work Completed by Building Supervisor

No extra jobs completed by building supervisor

Moves

There were no moves

b. Treasurer's Report – Alan

No report. Waiting for final bills for 2022 statements.

c. Owner Relations Report – Howard

- On two separate occasions, residents complained about drilling noise outside of the allowed construction periods. The source of the noise was identified and informed of the permitted construction time of 9:00 am to 4:00 pm Monday to Friday.
- Residents of one floor were reminded that cardboard boxes must be broken down prior to being placed in the recycling bins and that garbage must be placed in smaller garbage bags so that they fit in the chute.
- An owner complained of having no hot water. We are working on identifying the problem and solution.
- Met with new residents to answer questions and to review building rules.

3. Current Projects and Business

a. Window/Caulking Project

All interior work has been completed. The remaining exterior painting will be completed after the winter weather.

b. Lawsuit from Former Contractors

Filings of position have been made.

c. Other Projects

- i. Hydro Vault – Because power will have to be shut down to perform the repairs, the project was on hold until it is determined that it will not have a negative effect on the window project.
 - ii. DHW boiler/circulation issue – Continuing to work with Honeywell to isolate cause of issue and potential remedies.
-

4. Items for Approval

None

5. New Business

a. Funding for reserve fund projects

There was discussion about reviewing and prioritizing projects within the reserve fund and ensuring adequate funding when projects commence. The first step will be reviewing the Reserve Fund Study currently being prepared by Building Sciences Inc. (BSI)

6. Adjournment

The meeting was adjourned at 7:48 p.m.
