

Minutes of Board of Directors Meeting

Thursday, February 22, 2024

Held via Zoom

In Attendance: Greg Geralde, Alan Gracan, Howard Craven

Absent: Richard Mortimer

Guests: Gordon Wegg

The Meeting was Called to Order by Greg Geralde at 7:01 p.m.

1. Approval of Minutes

**MOVED by Howard Craven to approve the minutes of the January 18, 2024 board meeting.
SECONDED by Alan Gracan. CARRIED.**

2. Directors' Reports

a. Building Supervisor's Report

Work Completed by Contractors

- January 22 - Tyco inspected entry system controller for possible upgrades needed
- January 29 - Honeywell removed heat pump for repair. Noticed makeup air fan needs repair
- February 5 - Fitness Health made minor repairs to gym equipment
- February 14 - Honeywell repaired makeup-air fan

Work Completed by Building Supervisor

- February 7 - Changed broken deadbolt on 2A
- February 8 - Started painting rec centre (ping pong room) wall
- February 16 – Completed painting of orange and grey walls in rec centre

Moves

- February 21 - Tenant of 15D moved in (took possession on February 1)
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b. Treasurer's Report – Alan

- Working on year end to send to auditor

c. Owner Relations Report – Howard

- Met with an owner to discuss renovation plans and complete documentation.
- Met with a new owner to discuss building rules and answer questions.
- President sent an email to owners reminding them not to allow guests to park in Rabba spaces or in front of back gates.
- Informed owners of updates to the website.

3. Current Projects and Business

a. Other Projects

- i. Hydro Vault – In process.
- ii. Elevator cab panels – The contractor who installed the panels originally has been requested to locate replacement panels that match the current ones.
- iii. Interior door jambs of elevator doors – Painting is continuing
- iv. Owners Guide – Guide is being updated.

4. Items for Approval

None

5. New Business

- i. Refresh office (2C) – Gordon will review a suggested plan to determine what can be done by him and to estimate costs.
- ii. Front of building security – Greg will look into getting two additional cameras to cover the sidewalk in front of the building (likely one at the south end of the building looking north, and one at the north end looking south).
- iii. Condo rules – For information for the board, Howard referred to an article regarding rules in a condominium environment.

6. Adjournment

The meeting was adjourned at 7:28 p.m.
