

Condominium Corporation #1010603

General Board Meeting Minutes

March 7, 2011

Opening:

The regular board meeting of the Condominium Corporation #1010603 (Frontier Business Centre) was called to order at 2:20pm on March 7, 2011, in Bay #7 by Blair Rusnack.

Present:

Unit #7 – John Walsh, president
Unit #1 – Blair Rusnack, vice president
Unit #9 – Cam Paulson, treasurer
Unit #6 – Will Espana, secretary
Unit #11 – Hans Eskesen, general board member
Katherine Hawkins – Simply Biz

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Approval of Minutes

The minutes of the September 2, 2010, Annual Board Meeting were approved by John Walsh and Cam Paulson and distributed.

C. Open Issues

- a. Special Assessment for the Canopies – unanimously approved by all board members. Simply Biz to re-send the letter to all owners and implement the special assessment.

D. New Business

- a. Approval of Draft Financial Statements as at December 31, 2010
 - i. Nominated by Katherine Hawkins
 - ii. Motioned by Blair Rusnack
 - iii. 2nd by John Walsh
- b. Approval of 2011 Budget
 - i. Nominated by Katherine Hawkins
 - ii. Motioned by Will Espana
 - iii. 2nd by Hans Eskesen
- c. Approval of Auditor
 - i. ACTION ITEM: Encountered issues in getting an auditor with a December 31 year end. Board as elected to change year end to spring in

order to accommodate an Auditor. Simply Biz to find an Auditor for the Board.

- d. Discussion of Roof Top Maintenance
 - i. ACTION ITEM: Cam to get quote and email it to John. Exterior ladder to be quoted by John and/or Blair.
 - ii. Motioned by Cam Paulson
 - iii. 2nd by John Walsh
- e. Security of the building and yard behind the building
 - i. ACTION ITEM: John to cancel the security company and send out an email notifying all owners that the Gates must stay locked from 5:00 pm to 6:00 am. Hans to make up 2 signs.
 - ii. Motioned by John Walsh
 - iii. 2nd by Hans Eskesen
- f. Parking in the yard
 - i. ACTION ITEM: John to send out an email that there is no parking or storing of vehicles or garbage cans or trailer within 10 meters of the ditch.

E. Agenda for Next Meeting

- a. Pull Gates – get gates for in front of the existing gates. Estimate \$2500 for two gates, need to get final quote and pay from funds in account.
- b. Auditor.
- c. Reserve fund study quote and process.
- d. Follow up with Fire Alarm contact to ensure Jim has been added.
- e. Signs for gates.

Adjournment:

Meeting was adjourned by Cam Paulson and Blair Rusnack.

Minutes submitted by: Katherine Hawkins

Approved by: Blair Rusnack and John Walsh on September 27, 2011