

**Condominium Corporation #1010603**  
General Board Meeting Minutes  
April 24, 2012

**Opening:**

The regular meeting of the Condominium Corporation #1010603 was called to order at 10:00am on April 24, 2012 in Bay 7, 240040 Frontier Place by John Walsh - President.

**Present:**

John Walsh – President  
Cam Paulson – Treasurer  
Matthew Puzey – Secretary  
Hans Eskesen – Vice President  
Jim Rose – General Board Member  
Amy Burchill – Simply Biz  
Terry Brown - Taycon Consulting Inc

**A. Presentation of Reserve Fund Study**

Terry Brown presented his draft Reserve Fund Study finds and suggestions to the board. Draft projections were distributed to all board members. The board was in a general consensus for Terry's findings and requested that he complete his draft report based on his current projections. Board Members will review the draft report and vote on acceptance at the meet meeting.

**B. New Business**

- a. Approval of the September 27, 2011 Annual General Meeting Minutes
  - i. The minutes were distributed to all board members and due to the time restraint the members of the board will review the minutes and approve them at the next meeting
- b. Approval of the Audited February 28, 2011 Financials
  - i. The Audited Financials were presented by Amy Burchill
  - ii. The Audited Financials were approved by all board members
- c. Approval of the Unaudited February 29, 2012 Financials
  - i. The unaudited financials were distributed to all board members by Amy Burchill and due to the time restraints the members of the board will review the minutes and approve them at the next meeting
- d. Approval for the Lot Cleaning on April 29, 2012
  - i. John Walsh arranged to have the front parking lot cleaned by Yard Works.
  - ii. Lot Cleaning was approved by all board members
- e. Approval to accept new landscape contact from Yard Works
  - i. John presented the proposed contract for landscape maintenance for yard works. The board reviewed and Hans agreed to look into

additional proposals for different contractors. Hans will email the board with two additional quotes.

- f. Approval for Condominium Management for Boards 101 course taken by Amy Burchill
  - i. Board agreed to pay for Amy to take the course. Amy to provide the board with a report summary of the course highlighting items that will affect the board.
  - ii. Approved by all board members.
- g. Approval to have the back lot filled in with Gravel
  - i. All approved
- h. Approval to give the President flex in spending to maintain common areas.
  - i. The President will have the flexibility to arrange for common area maintenance without board approval for items under \$1000.00. For items above the limit the president will email the remaining board members with 24 hours notice.
  - ii. All approved
- i. Mat-son Mechanical to test cross-connection of water system
  - i. All approved
- j. Matthew Puzey from bay#10 would like to hold a car show in the front parking again this year
  - i. All approved
  - ii. Matthew to provide exact date.
- k. John would like to have a spring General Meeting to meet new owners and discuss condo standards so that all owners are in agreement.
  - i. John to email all owners and set a date and time.

**C. Agenda for Next Meeting**

- a. Approval of the Annual General Minutes from September 27, 2011
- b. Approval of the Unaudited February 29, 2012 Financials
- c. Approval of the Draft Reserve Fund Study and acceptance of the proposed cash flow projection.
- d. Approval for a new landscape contract
- e. Gates not being closed – Hans to present three (3) quotes for electronic gates

**Adjournment:**

Meeting was adjourned at 11:30am by Amy Burchill. The next board meeting will be arranged with the reserve fund draft is submitted.

Minutes submitted by: Amy Burchill

Approved by: