

<b>MEETING NAME:</b>		<b>Board of Directors Meeting Eagle Ridge Condominium # 0728880</b>	
<b>Meeting Date: April 28, 2010</b>		<b>Location: Eagle Ridge Bldg 100 Amenity Room</b>	
<b>Chaired by:</b>	Brenda Diebel, President	<b>Recorded by:</b> Denny Morrison, Recording Secretary	
<b>Attachments:</b>	Superintendent's Report		
<b>Present:</b>	<b>Administration &amp; Guests</b>		<b>Absent</b>
<b>Board Members</b>	<b>Absent:</b>		
Brenda Diebel, President Dean Little, Vice President Stuart Josselyn, Treasurer Biljana Mirkovic, Maintenance Duc Trinh, Maintenance Kevin Keightley, Non-voting member Shaun Farrow, Maintenance	Sandra Pearce, Community Manager Mario Colangelo, Building Superintendent Cherry Newbury, Administrative Assistant, Condominium First		Latosia Campbell, Non- voting member Chris Black, Communications

No.	DESCRIPTION	ACTION BY	Due
1.	Brenda Diebel called the meeting to order at 7:05 p.m..		
2.	<b>Approval of the Agenda</b>  It was moved and seconded that the agenda for the April 28, 2010 Board meeting be approved as amended by referring maintenance items to the Maintenance Committee. CARRIED		
3.	<b>Presentations</b>  3.1 <b>Darren Threinen, of DFT Security</b> provided a presentation on the Security Camera System, and introduced the ISONAS internet protocol system for the door security system. Two fobs have been assigned to each unit. The Board requested Darren provide a proposal for additional fobs and cameras for the Amenity Rooms. The doors require programming to allow them to release during a power outage. Mario will work with Darren to resolve this.  3.2 <b>Tony Wallace</b> was introduced to the Board as the new representative of HVAC, for mechanical and plumbing issues. He will be working with Mario to provide a comprehensive preventative maintenance plan for HVAC for the Peaks. It was agreed that the 4 HVAC agreements will be reviewed with a view to consolidating them. Tony will work with Sandra and the Maintenance committee on this.	<b>Mario</b>  <b>Mario</b> <b>Sandra</b>	<b>ASAP</b>
4.	<b>Approval of Minutes</b>  It was moved and seconded that the minutes of the Peaks Condominium Corporation No. 0728880 Board meeting held March 31,		

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	2010, be approved. CARRIED.		
5.	<p><b>Building Superintendent Report</b></p> <p>The Board received the Superintendent's Report as previously distributed. The board was informed that one of the buildings is out of glycol and it was recommended that automatic glycol feeders be installed. This will be looked into by the Maintenance Committee, Mario, and HVAC. The Board approved the release of the new fobs for the front doors.</p>	<b>Mario Maintenance Committee</b>	May
6.	<p><b>Treasurer's Report</b></p> <p>Stuart reported that the finances are in good shape. A meeting was held with Sandra and Brenda to review the financial report and Stuart will be reviewing the account codes to simplify the statements and make budgeting more accurate.</p> <p>The board agreed to look at investing in Guaranteed Investment Certificates for the Reserve Fund. The Finance Committee is to look at investment options.</p> <p>The Board was informed that the Management Agreement with Condominium First states that that they have the responsibility for managing the finances of the Corporation and that there are security concerns with sending cheques to Fort McMurray to have them signed here. The Board expressed its concern with its fiscal responsibility to the owners if a member of the Board is not a co-signature on Corporation cheques. In response to this concern, Condominium First recommended that the Treasurer, or other Board member review all invoices prior to their being sent for payment. The Board can then review the Bank Statements and Ledgers to match payments with invoices. The Board agreed to a trial period of this method.</p>	<b>Finance Committee</b>	May
7.	<p><b>Community Manager Report</b></p> <p>Sandra reported that due to the activation of the security camera system at the Peaks, the Paladin Security contract will be canceled as of the end of May, as per the termination clause in their contract.</p> <p>An invoice of \$997.50 was received for Pest Control services at the request of an owner. The Board directed Condominium First to recover the costs of this service from the responsible owner. It was agreed that the terms of payment could be by installments with no interest.</p>		
8.	<p><b>Committees</b></p> <p>a) <b>Bylaw Committee:</b> The retainer has gone to Lawyer Robert Noce, QC, and he will begin reviewing the bylaw this month.</p> <p>b) <b>Finance Committee:</b> See Treasurer's Report.</p> <p>c) <b>Gym Committee:</b> Dean reported that the floor had been laid</p>		

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	out and equipment will be installed within three weeks. Gym use rules, and hours of use will be developed. It was agree to open the gym from 6:00 am to 10:00 pm as a trial. Until the fobs for the gym is installed, a separate lock will be placed on the gym door. Arrangements will be made to lock / unlock the door at appropriate times.	Dean	May
	<p><b>d) Maintenance Committee:</b> No report was available. It was noted that money is in the budget for parkade cleaning which will take place in May. The Committee will meet May 10<sup>th</sup>.</p> <p><b>e) Policy Committee:</b> Draft policies were previously distributed. Discussion was tabled for the next meeting.</p>	<p>Maintenance Committee</p> <p>Policy Committee</p>	<p>May</p> <p>May</p>
9.	<p><b>New Business</b></p> <p><b>a) Window Washing:</b> Sandra received a quote from Clearview Window Clean for more than budgeted. Sandra is attempting to get a second quote.</p> <p><b>b) Signage:</b> In order to have appropriate signage on the property the Board received a quote TS Signs</p> <p>It was moved and seconded that The Peaks Condominium Corporation No. 072880 enter into a contract to purchase and install signs for the property from TS Signs an amount not to exceed \$11,000.00. CARRIED</p>	<p>Sandra</p> <p>Sandra/ Mario</p>	<p>May</p> <p>May</p>
10.	<p><b>Communications</b></p> <p>Correspondence was referred to the Maintenance Committee. The newsletter will be posted the first week of May along with a Message from the Board.</p>	<p>Maintenance Committee</p> <p>Chris</p>	
11.	<b>NEXT MEETING OF THE BOARD: Wednesday, May 26, 2010</b>	ALL	
12.	It was moved and seconded that The Peaks Board meeting of April 28, 2010, be adjourned at 8:55 p.m.		

Brenda Diebel

*Dean Little*

Brenda Diebel, President

Dean Little, Vice President