

MEETING NAME: AUGUST 29th, 2012 Meeting	The PEAKS Board of Directors Meeting (Regular) Eagle Ridge Condominium # 0728880
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Meeting Date: August 29, 2012	Location: Eagle Ridge Bldg 136A, Amenity Room A	
Chaired By: Craig Squires		Recorded By: Deanna Hebert
Attachments:		
Present: Board Members	Administration & Guests	Absent
Craig Squires (Interim President)	Amanda Loveless (Building Superintendent)	Frank Lewis
Dave Diebel (V.P. and Treasurer)		Chuck Smith
Deanna Hebert (Recording Secretary)		Jason Ranni (Senior Board Advisor)
Jay Schmitz		Karen Kean (Condominium First)

No.	DESCRIPTION	ACTION BY	DUE
1.	Call to Order: The meeting was called to order at 6:47 pm by Craig Squires.	Chair	
2.	Adoption of the Agenda: MOTION: "It was moved and seconded that the agenda for the Condominium Corporation 0728880 meeting of August 29th, 2012 was accepted as presented." CARRIED	Chair	
3.	Presentations: 3.1 There were no presentations for the Board.		
4.	Building Superintendents' Report (Amanda L.) 4.1 Leak in main water line in sprinkler room; waiting on parts. Work scheduled for Friday August 31 st . 4.2 Fire system replacement parts; waiting on parts. 4.3 Locate power cells for parking lot lights: completed. 4.4 Parkade Bylaws; friendly reminders sent on August 21 st . 4.5 Mayfield Management – many inquiries; newsletter is requested. 4.6 Parkade repairs – many inquiries. Board to issue letter to residents soon. 4.7 Unit 605A – regularly complimented by other residents on how well they follow Pet Procedures on site. 4.8 New pet registrations with Mayfield Management: wording is unclear regarding containment of pets on their standard registration form: advise owners that no kennels allowed on outdoor privacy areas as per The Peaks bylaws. 4.9 JLG windows replacement done today. 4.10 MOTION: "It was moved and seconded to accept the Building Superintendent's report of August 2012 as submitted." CARRIED.	Deanna, Chuck BOD Dave/ Mayfield M. Deanna / Chuck	September September Immediately September newsletter
5.	Adoption of the Previous Minutes: 5.1 MOTION: "It was moved and seconded that the Condominium Corporation No. 0728880 Minutes of the regular meeting of the Board for August 1st, 2012, be approved as distributed." CARRIED	Chair	
6.	Recording of Electronic Motions: 6.1 There were no electronic motions in August 2012		
7.	Treasurer's Report: (Dave D.) 7.1 Outstanding Legal bills and Parkade cleaning are due from August cash balance. 7.2 Set a separate meeting for yearly Budget Review as per Condominium Act: September 13th, 2012. 7.3 Annual budget will be projected with 5% increase of costs. 7.4 MOTION: "It was moved and seconded to accept the Treasurers Report for Condominium Corporation No. 0728880 dated August 29, 2012 as presented." CARRIED	Dave , BOD	September

No.	DESCRIPTION	ACTION BY	DUE
8.	<p><u>Property Manager – Condominium First Report:</u></p> <p>8.1 Uncollected Arrears are high, particularly from Buildings A and D. Condominium First requested to answer what is being done for collections on Arrears for all buildings, totaling over \$20,000.00.</p> <p>8.2 Follow up on arrears: review at Budget meeting.</p> <p>8.3 Request new management company (Mayfield) for a breakdown of fees (Separating condo fees from infraction fines) to help determine collections.</p> <p>8.4 Insurance renewal: has Condominium First renewed our insurance?</p>	<p>Karen K.</p> <p>Karen K., Dave D.</p> <p>BOD Karen</p>	<p>Immediately</p> <p>-September 13th meeting</p> <p>-September Immediately</p>
9.	<p><u>Unfinished Business:</u></p> <p>9.1 Will have an independent third party engineering firm to review the final Centron agreement before acceptance of said agreement, when it is put forth.</p> <p>9.2 An update letter will be sent to owners soon.</p> <p>9.3 Letter from 105A regarding second set of fines for infractions of Bylaw 62.b.xxxi.</p> <p>i) The Bylaws are written in black and white and the intent of the Bylaws is to maintain property values, and for the safety and enjoyment of all.</p> <p>ii) The Peaks has not yet passed new Bylaws which might include more details of how our community wants to live, so the Board must follow the current Bylaws.</p> <p>iii) This Board recognizes however that residents are wanting to beautify their privacy areas in particular, and as long as planters are maintained, the Board will allow their contents <i>within reason</i>. Planters too close together with plants that form a hedge are not allowed. Obvious indoor furniture and storage are not allowed. The Board's discretion <i>may allow</i> a small 'decoration' item as long as it is not easily visible to other residents, or if the Board receives complaints about it. No hanging planters are allowed for cement damage, safety, and esthetic reasons.</p>	<p>Jay, Dave, Jason, Chuck</p> <p>Deanna, BOD</p> <p>Amanda, Condominium First, Mayfield M.</p>	<p>September</p> <p>Immediately</p> <p>Immediately October</p>
10.	<p><u>New Business:</u></p> <p>10.1 Centron and The Peaks' lawyer are in ongoing discussions. Update letter soon.</p> <p>10.2 Mayfield Management Meeting for Board: scheduled October 10th, 2012.</p> <p>10.3 Condominium First: Transfer of bills due, insurance coming up.</p> <p>i) See Dave D. for a list regarding a weekly activity chart compilation.</p> <p>10.4 Amanda send a Countdown Email to residents with new Management # telephone numbers and emergency #'s, 2 weeks prior to Mayfield Management coming in.</p> <p>i) Separate email to renters and owners if possible.</p> <p>ii) New stickers on Entrance Doors with above new telephone numbers #'s, especially Emergency number in Red.</p> <p>10.5 Brenda D. to add emergency numbers in red to the website: flashing red if possible.</p>	<p>BOD, Mayfield</p> <p>Karen, Dave</p> <p>Amanda</p> <p>Amanda, Mayfield</p> <p>Brenda D.</p>	<p>October</p> <p>Immediately</p> <p>September</p> <p>October 1st</p> <p>September</p>
11.	<p><u>Committee Reports:</u></p> <p>11.1 <u>Deficiency Committee</u> – meeting first and third Wednesdays of month re Parkade.</p> <p>i) Looking for new members to join this committee. Email to go out to former Board applicants first, and in newsletter.</p> <p>11.2 <u>Maintenance Committee:</u> Also looking for new residents to join. Email owners.</p> <p>i) Landscape company Habkirk Lawn and Garden (HLG) contracted for summer.</p> <p>11.2 <u>Bylaw Committee:</u> many resident complaints regarding warnings and fines.</p> <p>i) Discussion with Board on how we want Bylaws governed; privacy areas discussed.</p> <p>ii) See 9.3 above for Board's approvals.</p> <p>iii) <u>MOTION:</u> <i>"It was moved and seconded that the \$120.00 Infraction fine for Unit #105A dated July 27th, 2012 be revoked as the Board accepts suitable compliance had been achieved prior to fine being issued. See also 9.3.iii above where this will remain at the Board's discretion, as with all residents."</i> CARRIED.</p> <p>11.3 <u>Communications Committee:</u> A newsletter will go out within few weeks to owners.</p>	<p>Dave, Jay, Jason, Chuck</p> <p>Karen K. Karen K.</p> <p>Deanna</p> <p>BOD, Amanda</p> <p>Deanna, Chuck</p>	<p>Ongoing</p> <p>Immediately Immediately</p> <p>Immediately</p> <p>Immediately</p> <p>September</p>
12.	<p><u>Announcements:</u></p> <p>12.1 The Board would like to thank Condominium First for their service over the past several years, but due to the changing needs of The Peaks, Mayfield Management has been selected to be our new Property Manager as of October 1st, 2012.</p>		

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AUGUST 29th, 2012 Meeting

The PEAKS Board of Directors Meeting (Regular)
Eagle Ridge Condominium # 0728880

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	12.2 The Board would also like to thank Brenda Diebel for acting as Recording Secretary for the previous meeting, as well as posting for The Peaks website.		
13.	Adjournment: 13.1 MOTION: "It was moved and seconded that the meeting of Corporation No. 0728880 be adjourned at 9:30 pm." CARRIED 13.2 Next meeting: Wednesday, September 26th, 2012 at 6:30 pm, Amenity Room A. 13.3 <u>Annual Budget</u> meeting: Thursday, September 13 th at 7:00 pm., Amenity Room A.	BOD Amanda	Immediately

Original Signed By

Original Signed By

Craig Squires (Interim President)

Deanna Hebert (Recording Secretary)

Date of Approval _____