

The Peaks of Eagle Ridge

Board Meeting Minutes

December 10, 2015

TIME & PLACE:

Regular scheduled monthly meeting. Time: 6:30pm, Amenity Room, Building A, 136 Sandpiper Road

QUORUM: Rob Eastwood – President Kelly Berry - Vice President
Frank Lewis - Member at Large Denys Demers - Member at Large
NXT Accounting & Tax Service
Amanda Loveless - Building Manager

QUORUM VALIDATION: Quorum Met

1. **CHAIR:** Rob Eastwood
2. **MEETING CALLED TO ORDER BY CHAIR:** Rob Eastwood
3. **GUESTS AND DELEGATIONS:** NXT Tax & Accounting
4. **APPROVAL OF AGENDA:** Kelly Berry/Rob Eastwood
5. **APPROVAL OF PREVIOUS MINUTES:** Frank Lewis/Denys Demers
6. **OLD BUSINESS:**
 - a) In house take over complete – Working on getting all arrears up to date
 - b) NXT Tax & Accounting – Provided a minimal report
 - c) The Vistas – Danica is available to speak with a Board member
 - d) Condo Fee Arrears - \$116,076.08 collected Dec. 15th, \$4,827.84 collected Dec. 24th, \$22,868.47 collected January 15th. Total of \$
 - e) Contractor Callouts – Remain at an all time low
 - f) Santa Party & Staff Dinner planned for December 22nd
 - g) Investment Account - \$104,041.000 to be released December 23rd to our Reserve Account, Board to decide how to re invest.
7. **FINANCIALS:**

Financials were reviewed by the Board and NXT Tax and Accounting. The Board requests full reports for January 2016 meeting.
8. **CORRESPONDENCE:**

Regular day to day business
9. **NEW BUSINESS:**
 - a) First Service Residential fully released from The Peaks. Request made to send closing bank statements.
 - b) Rental Pool Program – To be discussed

- c) 10% Mark Up on OCB's & Parts to cover administrative costs
- d) Banking and Pre Authorized Debit Set up – In Progress, Pre Authorized Debits continue to roll in
- e) Budget to be sent out to residents

- 10. **NEXT MEETING DATE:** January 18, 2015 @ 6:30pm – Building A, Amenity Room
- 11. **ADJOURNMENT:** *Rob Eastwood – Motion and Frank Lewis - Second*
- MEETING ADJOURNED AT:** 9:17pm
- 12. **TABLED ITEMS**
 - a. Window Project
 - b. Sprinkler System/Irrigation System
 - c. Amenity Room Usage