

MEETING NAME:		Board of Directors Meeting Eagle Ridge Condominium # 0728880	
Meeting Date: July 21, 2010		Location: Eagle Ridge Bldg 100 Amenity Room	
Chaired by:	Brenda Diebel, President	Recorded by: Latosia Campbell	
Attachments:			
Present:		Absent	
Board Members		Administration & Guests	
Brenda Diebel President Dean Little, Vice President Stuart Josselyn, Treasurer Duc Trinh, Maintenance Kevin Keightley Latosia Campbell, non voting member		Sandra Pearce, Community Manager Amanda Loveless, Building Superintendent	
		Biljana Mirkovic Chris Black	

No.	DESCRIPTION	ACTION BY	Due
1.	Brenda called the meeting to order at 7:05 p.m.		
2.	Adoption of the Agenda It was moved and seconded that the agenda for the July 21, 2010 Board meeting be approved as presented. CARRIED		
3.	Presentation There were no presentations.		
4..	Approval of Minutes It was moved and seconded that the minutes of the Peaks Condominium Corporation No. 0728880 Board meeting held May 26, 2010, and minutes from the Closed Board Meeting held June 2, 2010 be approved as distributed. CARRIED.	Chris to post.	ASAP
5.	Recording Electronic Motions The following motions received electronic approval prior to the July Board meeting. The Board formally records that the following electronic motions were approved as follows: It was moved and seconded that: 5.1 The Peaks Condominium Corp No. 072880 enter into a contract with Glassy Professional Window and Eavestrough Cleaning to clean all exterior windows and 8 interior common area windows for a cost of \$15,000 in July 2010. 5.2 The Peaks Condominium Corp No. 072880 enter into a contract to provide door maintenance on all four Peaks Buildings for a cost not to exceed \$6,000.00 as soon as possible. 5.3 The Peaks Condominium Corp No. 0728880 hire Patrick Kealy as a	Glassy Window Cleaning Sandra/ Amanda Sandra/	July

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	<p>part-time maintenance contractor at a rate of \$22.50 per hour, for 15 hours per week until July 20, 2010; should additional hours be required, pre-approval by the Board or its designate, Duc Trinh, Maintenance Chair, is required.</p> <p>5.4 The Peaks Condominium Corp No. 0728880 enter into a contract with DFT Security to install fobs on the Amenity Room Doors in buildings B, C, and D; and Cameras in buildings B and D, of The Peaks Condominium Corporation No. 0728880 for a cost not to exceed \$28,000.</p> <p>CARRIED</p>	<p>Amanda</p> <p>DFT Security</p>	
6.	<p>Building Superintendent Report The following were reported:</p> <ul style="list-style-type: none"> o For sale signs are removed o Hydro vac Cleaning completed and is recommended 4 times per year o Camera up and running in the gym o Leaks in the electrical room in Building A <p>The Board accepted the Building Superintendent's report for July as presented for information and requested photos of damages, in addition to a schedule for hydro VAC to clean 4 times per year.</p>	Amanda	
7.	<p>Dean arrived at the table</p> <p>Community Manager Report 7.1 Appointment of Auditors, Sandra reported that two quotes were obtained and noted that the Board has until Feb 2011 to hold the next Annual General Meeting. The Board requested that at least one more quote be obtained for the August 25 meeting.</p> <p>The appointment letters and audited financial statement for 2008/09 have been signed returned to Creamer.</p> <p>7.2 Canadian Geek Sandra reported that the board still owes Canadian Greek \$1,500 for last year's snow removal, this includes extra salting. For next year, the contract will not be prepaid because of reduced fees to plough and for safety clearing, which includes material and labour. Board requested two additional quotes for the next meeting, Aug 25.</p> <p>7.3 Direct Energy Sandra noted that she is still waiting on pricing for energy from Direct Energy.</p> <p>7.4 Guaranteed Investment Certificates</p> <p>It was moved and seconded that Condominium First Management</p>	<p>Sandra</p> <p>Sandra</p> <p>Sandra</p> <p>Stuart</p>	<p>Aug 25</p> <p>Aug 25</p> <p>Aug 25</p>

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	<p>Company purchase Guaranteed Investment Certificates on behalf of The Peaks Condominium Corporation No. 0728880 for reserve funds, and for any excess funds in the Peaks Operating Account, as identified by the Peaks Treasurer and invested according to the Board Finance Policy for GICs. CARRIED</p> <p>7.5 Developer Board Minutes Sandra to follow up on developer's board minutes. Amanda will review the office materials for these materials.</p> <p>It was moved and seconded that the Condominium First Property Manager's report for June and July be accepted. CARRIED.</p>	<p>GICs</p> <p>Amanda</p>	<p>Aug</p>
<p>8.</p>	<p>Treasurer's Report Stuart reported that based on the Financial statement the Board is well under budget. Sandra was asked to:</p> <ul style="list-style-type: none"> a) Investigate the \$7,350 Reserve Fund expenditure, as none has been authorized for the 2009/2010 year. b) Account 68300-0728880 Pest Control is to be investigated for repayment. c) The entry for the CCI education fee for D. Trinh is to be corrected to Account 50-500 078880. <p>Budget Discussion Stuart requested items and costs for the Budget next month. The Board agreed that a quote is needed for sound proofing the gym in Building B. Sandra was asked to look into the cost of sound proof floor pads. The budget for the 2010/2011 year will be discussed at the August 25, 2010 Board meeting.</p> <p>Dog Run Contract 2 quotes received for the Dog run. Another quote is to be received for the fencing the Dog run. It was noted that the dog run fence should be established as soon as possible.</p> <p>HVAC consolidated contract The consolidated HVAC contract is to be reviewed by the Board. Sandra will provide it when it is available. Amanda was asked to provide a proposal including the cost of the necessary certification for an employee to do minor repair work instead of calling out HVAC.</p> <p>Telus – cost per line The Telus invoice continues to have the cost per line at \$59.95. Sandra to look into when it will be reduced to \$39.95. Residential use should be looked into instead of commercial as we are not a business but rather a non-profit organization.</p> <p>Recycling costs Kevin discussed a recycling program that is being looked it. The initial</p>	<p>Stuart</p> <p>Sandra</p> <p>All Board Sandra Amanda</p> <p>Amanda/ Sandra</p> <p>Sandra Amanda</p> <p>Sandra</p> <p>Kevin</p> <p>Amanda</p>	<p>Aug 25</p> <p>Aug 15</p> <p>Aug 25</p> <p>Aug 25</p> <p>ASAP</p>

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	<p>budget for this is not expected to be greater than \$1,000. Kevin will bring a report to the Board for further discussion.</p> <p>Air conditioner for Unit 104 It was moved and seconded that Condominium Corporation No. 0728880 purchase an Air Conditioner for the Building Superintendent Unit 104A, the cost of which should not exceed \$3,500.</p>		
9.	<p>Board Policies – For Discussion and Approval</p> <p>The Board moved and seconded that "the Peaks" Condominium Corporation No. 0728880 adopt the Community Standards Policies as follow and attached to this Bylaw: CS-1: Bylaw Infractions CS-1: Bylaw Infractions Fines Schedule CS-2: Business Requests CS-3: Storage Covers CS-4: Master Key CS-5: Flooring CS-6: Pet Schedule CS-7: Access to unit CARRIED</p>	<p>Brenda</p> <p>Brenda</p>	
10.	<p>Other issues: Parkade Washing: Additional quotes are to be reviewed for future parkade cleaning. Social: It was suggested that the Board should look into having a social. This could be held at Spring Moon.</p>	Sandra/ Amanda	Sept
9.	NEXT MEETING OF THE BOARD: Wednesday, August 25, 2010.	ALL	
12.	There being no further business, the meeting was adjourned at 9:00 p.m.		

Original signed by:

Brenda Diebel, President

Latosia Campbell, Recording Secretary