

MEETING NAME: August 1, 2012 Meeting	The PEAKS Board of Directors Meeting (Regular) Eagle Ridge Condominium # 0728880
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Meeting Date: August 1, 2012	Location: Eagle Ridge Bldg 136A, Amenity Room A	
Chaired By: Craig Squires, President		Recorded By: Brenda Diebel
Attachments:		
Present: Board Members	Administration & Guests	Absent
Craig Squires (Interim President)	Amanda Loveless (Building Superintendent)	Deanna Hebert (Recording Secretary)
Dave Diebel (V.P. and Treasurer)	Karen Kean (Condominium First)	
Jay Schmitz	Jason Ranni (Senior Board Advisor)	
Frank Lewis		
Chuck Smith		

No.	DESCRIPTION	ACTION BY	DUE
1.	Call to Order and Welcome: The meeting was called to order at 6:55 pm. by Craig Squires.	Chair	
2.	Adoption of the Agenda: It was moved and seconded that the agenda for the Condominium Corporation 0728880 meeting of August 1, 2012 was accepted as amended. CARRIED	Chair	
3.	Presentations: 3.1 There were no presentations for the Board.		
4.	Building Superintendents' Report (Amanda L.) 4.1 . The fire department has allowed us to lower the water pressure and this seems to have resolved the sprinter system valve problems. The original hydrotest report for the sprinkler system is required. Administration is requested to look into Warranty coverage and an insurance claim for water leaking into a Unit. 4.2 Owners will be notified that a pressure test will be required prior to installing Air Conditioning units. 4.3 Static Water tests on all drain lines and hydro tests are to be requested from Centron. 4.4 JLG quote for window repairs – forwarded to Maintenance Committee for discussion of the process for the repairs before fall. 4.5 MOTION: “It was moved and seconded that a JLG be rented for one day for various window repairs for a cost not to exceed \$1,200”. CARRIED 4.6 MOTION: “It was moved and seconded to accept the Building Superintendents report of July as submitted.” CARRIED.	Karen Amanda David Jay	Immediately August Immediately August
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 June 27, 201, be approved as distributed. CARRIED		
6.	Recording of Electronic Motions: 6.1 There were no electronic motions.	BOD	
	Treasurer's Report: (Dave D.) 7.1 It was noted that all invoices for AGE for parkade cleaning have been paid as of today. Condominium First was asked to correct two charges to wrong accounts. The operating balance is being maintained at approximately \$100,000	Condo First	Aug 1

No.	DESCRIPTION	ACTION BY	DUE
7.	<p>7.2 The Board will need to look at condo fees to ensure the reserve fund and operating costs can be met. The Board directs the Budget Committee to:</p> <ul style="list-style-type: none"> a) Provide rationale for any costs that are deferred and a list is to be maintained b) Present a rationale for the management of condo fees and what the options and ramifications will be. <p>7.3 Budget Committee members will be sought. Craig Squires expressed an interest in being on the committee. (Note: Final Budget to be mailed to owners Sept 15)</p> <p>7.4 MOTION: <i>“It was moved and seconded to accept the Treasurers Report for Condominium Corporation No. 0728880 dated June 30, 2012 as presented.”</i> CARRIED</p>	<p>BOD Dave</p>	
8.	<p>Property Manager – Condominium First Report:</p> <p>8.1 Financials / Arrears: Condominium First informed the board that the arrears were within acceptable range with the exception of one Owner. Condominium First has begun foreclosure proceedings for this unit. The Board directed Condominium First to determine whether or not this unit is vacant and if the unit is being rented.</p> <p>8.2 Dunvegan Contract: It was noted that the current landscape contractors have not responded to calls to have the landscaping maintained. Condominium First was directed to look into an alternative landscaper who may be more capable of meeting our needs.</p> <p>8.3 Unit Charge Backs: A smoke detector was replaced on behalf of an owner who was absent. The Owner was not aware that the smoke detector was an owner responsibility and that there would be a charge. A second owner made a request for assistance in obtaining a plumber from the Office to fix a plugged toilet. This is also an owner responsibility. Administration is to ensure owners are informed of their fiscal responsibilities for any repairs within their unit that is not part of the common property.</p> <p>8.4 MOTION: <i>“It was moved and seconded that the requests of Owners of Units within Condominium Corporation No. 0728880 to have the charge back fees forgiven be denied.”</i> CARRIED</p> <p>8.5 The Transition of Management Companies Update: Condominium First has started collecting the paperwork required by the new management company, Mayfield Management. Mayfield is providing us with a transition plan which is to be sent to the board as soon as it available. The method used by Mayfield for the payment of payroll and benefits for staff is to be determined and the board informed.</p> <p>8.6 MOTION: <i>“It was moved and seconded to accept the Property Manager’s report for Condominium Corporation No. 0728880 as presented.”</i> CARRIED</p>	<p>Karen</p> <p>Karen</p> <p>Amanda</p> <p>Karen / Amanda</p> <p>Dave</p>	<p>Immediately</p> <p>July</p> <p>On-going</p> <p>August 3</p> <p>Aug 15</p>
9.	<p>New Business:</p> <p>9.1 Centron Report: The Deficiency Committee met with Centron representatives to discuss Centron’s response to their proposal for the repair of the parkade leaks. Centron has been requested to provide additional information. A communications letter is to be developed for distribution to the owners by the end of August.</p> <p>The Board will be meeting to determine its minimal standard for resolution prior to its next meeting with Centron. The City is to be invited to a meeting with the Deficiency Committee this week. The Board will consider using a professional negotiator to facilitate a timely, cost efficient solution.</p> <p>9.2 MOTION: <i>“It was moved and seconded that Condominium Corporation No. 0728880 request a proposal from RJC within 30 days to 1) provide an opinion regarding building code; 2) what minimum changes would be required to meet code; and 3) determine what work could be started immediately; for a cost not to exceed \$15,000.”</i> CARRIED</p>	<p>Jason / Chuck</p> <p>Dave, Jason, Jay</p> <p>Jay</p> <p>Dave / Deanna</p>	<p>August</p> <p>Aug 15</p> <p>Aug 15</p> <p>1st & 3rd</p>

No.	DESCRIPTION	ACTION BY	DUE
	<p>9.3 MOTION: "It was moved and seconded that a one hour meeting be scheduled on the 1st and 3rd Wednesdays at 6:30 a.m. to deal with the parkade deficiency." CARRIED 9.2 Engineer's Report - deferred</p> <p>9.4 Direct Energy Contract Review: A new direct energy contract is required. Condominium First will obtain new proposals for M-Max and Direct Energy and will review the proposal with Craig and/or Dave. Condominium First was asked to send the proposals with an analysis and recommendation to the Board.</p> <p>9.5 Membership of the Board: New Board members and membership on Maintenance and Deficiency Committees are required. It was recommended that an invitation for membership on the Maintenance Committee and Budget Committee be included in the communications to the Owners and by email. An invitation is to be sent to past board nominees to fill the final board opening.</p>	<p>Karen Craig</p> <p>Jason Chuck</p>	<p>Wed.</p> <p>Immediately</p> <p>Aug 15</p>
10.	<p>Old Business: 10.1 Deferred.</p>		
11.	<p>Committee Reports: 11.1 There were no reports for this meeting.</p>		
12.	<p>Announcements: 12.1 Craig will be on holidays from Aug 17 to Aug 27th; but will available on Wednesday, August 22, 2012.</p>	BOD	
13.	<p>Adjournment: 13.1 It was moved and seconded that the meeting of Corporation No. 0728880 be adjourned at 9:30 pm. CARRIED. 13.2 Next meeting: Wednesday, August 29, 2012 at 6:30 pm, Amenity Room A.</p>	BOD	

Original Signed By

Original Signed By

 Craig Squires, President

 Date of Approval

 Brenda Diebel, Recording Secretary

 Date