

<b>MEETING NAME:</b>		<b>Board of Directors Meeting Eagle Ridge Condominium # 0728880</b>	
Meeting Date: May 26, 2010		Location: Eagle Ridge Bldg 100 Amenity Room	
Chaired by:	Brenda Diebel, President	Recorded by: Latosia Campbell	
Attachments:			
<b>Present:</b>		<b>Absent with Leave</b>	
<b>Board Members</b>		<b>Administration &amp; Guests</b>	
Brenda Diebel, President Dean Little, Vice President Stuart Josselyn, Treasurer Latosia Campbell, Non-voting member Chris Black, Communications Kevin Keightley, Non-voting member		Sandra Pearce, Community Manager Cherry Newbury, Administrative Assistant, Condominium First	
		Biljana Mirkovic, Maintenance Duc Trinh, Maintenance	

No.	DESCRIPTION	ACTION BY	Due
1.	Brenda Diebel called the meeting to order at 7:05 p.m.		
2	<b>Change in Board Membership</b> It was moved and seconded that Kevin Keightley, non- voting member, be appointed to the board to replace Shaun Farrow who resigned in April 2010. CARRIED		
3	<b>Adoption of the Agenda</b> It was moved and seconded that the agenda for May 26, 2010, Board meeting be adopted as presented. CARRIED		
4	<b>Presentation</b> 4.1. There were no presentations.		
5	<b>Adoption of the Minutes</b> It was moved and seconded that the minutes of the Peaks Condominium Corporation No. 0728880 Board meeting held April 28, 2010, be approved. CARRIED.		
6.	<b>Board Policies- for discussion and Approval</b> <b>6.1 Approval of Board Policies</b> It was moved and seconded that the following Board Policies for Condominium Corporation No. 0728880 be approved: Philosophy to the Development of Policy (B-0); Board Governance (B-1); Committee Terms of Reference (B-2); Communication (B-3); (B-4); Education (B-5). CARRIED.  <b>6.2 Stickers to identify compliance</b> Discussion was held regarding the use of stickers to identify compliance with the appropriate use of the common property as permitted by the Board. It was determined that this is not required at this time.	<b>Dean Brenda</b>	

No.	DESCRIPTION	ACTION BY	Due
7	<p><b>Building Superintendent Report</b></p> <p>7.1 Items discussed include:</p> <ul style="list-style-type: none"> <li>○ Parkade cleaning, which is currently in progress, will be completed over the next few days.</li> <li>○ Need for the maintenance committee to review the Parkade cleaning contract.</li> <li>○ Challenges such as power failures and leaking in the boiling room in building D. These are being looked into.</li> <li>○ Complaints – parking problems and opening times for the gym</li> </ul> <p>The Board accepted the Building Superintendent's report for May as presented.</p> <p><b>7.2 Northstar Fire Protection Service Agreement</b></p> <p>It was moved and seconded that Condominium Corporation No. 0728880 enter into an agreement with Northstar Fire Protection for a Fire Protection System Service Agreement for a cost of \$24,200.00 starting June 1, 2010, for one year. CARRIED</p>	<p><b>Mtnce C.</b></p> <p><b>Sandra</b></p>	
8	<p><b>Property Manager- Condominium First Report Old Business</b></p> <p><b>8.1 Noise</b> coming from the gym was discussed and notices informing affected residents that the board is looking into soundproofing are to be sent. Sandra to check for someone specializing in acoustic and soundproofing and refer to maintenance committee</p> <p>Sandra reported that:</p> <ul style="list-style-type: none"> <li>○ The position for Building Superintendent is still not filled. Three applications were received for review</li> <li>○ Telus is putting together a bundled package for the transfer of telephone account from a business account to a non-profit account. This will be available for review Friday</li> <li>○ Cable account is completed for building A amenity room</li> <li>○ Quotes for window washing have been received from three companies for review and another quote is expected. Efforts will be made to contact local contracting companies such as Corrigan Enterprise.</li> </ul> <p><b>8.2 HVAC-Glycol</b> decision discussed and the issues arising will be brought to the maintenance committee for further examination. There is a need to top up glycol level in the buildings. A proper system and a maintenance plan are needed. Discussions to be held with HVAC to identify work to be done in the next fiscal year.</p>	<p><b>Sandra</b></p>	<p>March 29</p>

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9	<p><b>Treasurer's Report</b>  <b>9.1 Financial statements</b>  Stuart reported that:</p> <ul style="list-style-type: none"> <li>○ Items are tagged together and some are over budgeted ( e.g. natural gas) while others are under budgeted (snow removal)</li> <li>○ Some items such as natural gas is to be broken down on a monthly basis</li> <li>○ Need to identify time to examine the reserve fund investment</li> <li>○ Need to check arrears as 50% are over 3 months old</li> </ul> <p><b>9.2 Approval of Board Expenses</b>  ○ Policy for board expenses is to be developed</p> <p>It was moved and seconded that the Treasurer's Report for April expenses be accepted. CARRIED.</p>	Sandra Stuart	
10	<p><b>Committees</b></p> <p><b>10.1 Bylaw:</b> Brenda reported that there will be a meeting with the lawyer Friday, June 4, 2010. Bylaw infraction was discussed including fines and the letters to be sent to non compliant residents. The administration is to identify bylaw infractions relating to fences and lattices and letters are to be sent to residents. Letters must state that owners may apply to the board to have a fence that is consistent with the fences in place. It was moved and seconded to accept the Bylaw Report for April. CARRIED</p> <p><b>10.2 Maintenance:</b>  It was moved and seconded to approve the maintenance committee report as presented by Dean on behalf of Duc.  Discussion</p> <ul style="list-style-type: none"> <li>○ Meeting required to discuss signs</li> <li>○ Bylaw meeting required to determine infractions and fines</li> </ul> <p>MOTION CARRIED</p> <p><b>10.3 Social:</b> Brenda reported that two residents agreed to be on the social committee: Vilia Tosio and Deanne Hebert. They will:</p> <ul style="list-style-type: none"> <li>○ Meet and welcome new residents</li> <li>○ Assist with general questions</li> <li>○ Plan activities over the year for example an international cuisine event.</li> </ul> <p>The welcoming activities will start soon.  It was moved and seconded to accept the Social Committee Report . CARRIED.</p>	Brenda Duc Brenda	
11	<p><b>Communications</b></p> <p>11.1 Report on Board and dog owners' meeting held May 19, 2010  It was reported that dog owners agreed to keep dogs out of the central area and highlighted the need for more signage. There is a need for a place where dogs can go, and owners were enthusiastic about a dog's</p>	Brenda	

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	<p>run. A suitable place was identified between building B and C as there is fencing already in place on two sides and is in a discreet location. Dog owners are willing to volunteer and help with fixing up the area. Materials needed, work to be done and funding source will be examined.</p> <p><b>11.2 Next Owners' meeting with the Board</b> The Board will host s meeting with the Owners on Saturday, June 19 at 10am in the Amenity Room, Building A</p> <p><b>11.3 Website/newsletters</b> Chris reported that the website is being cleaned up as there are spelling errors and broken links. There are approximately 100 new visitors every month.</p> <p><b>11.4 Request for a trailer</b> A letter has been received from Grant Dunn for permission to park a trailer in his outside parking stall. The Building Superintendent informed the Board that the trailer does not interfere with yard maintenance, is not unsightly, and is not a safety hazard.</p> <p>A motion was moved and seconded to allow G Dunn to park his trailer in his parking stall. CARRIED.</p>	<p>All board members</p> <p>Chris</p> <p>Sandra</p>	
12.	<p><b>New Business</b></p> <p><b>12.1 Performance appraisal for Building Superintendent</b> Board agreed to a committee to review building superintendent's performance. Chris, Dean and Stuart agreed to be on the committee with Brenda.</p> <ul style="list-style-type: none"> <li>o Meeting to develop a Building Superintendent appraisal will be held June 10<sup>th</sup> at 7pm in the Amenity Room, building A.</li> </ul> <p><b>12.2 Other meetings:</b> Note: All meetings will be held in the Amenity Room, Building A at 7:00 p.m.</p> <ul style="list-style-type: none"> <li>o Policy Committee Meeting to discuss fines and expenses: June 8</li> <li>o A meeting to discuss parking signage and parking fines will be held on June 15, 2010</li> <li>o Meeting to discuss sound proofing of the gym to be held June 17</li> <li>o Meeting to be held with Mario on June 23</li> </ul>	<p>Brenda</p> <p>Board Members</p>	
13	Meeting adjourned at 9:28 p.m.		
14.	<b>NEXT MEETING OF THE BOARD: Wednesday, June 30, 2010 at 7pm.</b>	ALL	