

**Peaks of Eagle Ridge
0728880
Board Meeting
September 8, 2015**

Location: Peaks Amenity Room

Attendees: Frank Lewis
Rob Eastwood
James Munro

Amanda Loveless
Karen Kean

Absentees: Kelly Berry

Recorder: Karen Kean

1.	Call to Order	Rob Eastwood called the meeting to order at 6:41 pm	
2.	Adoption of Agenda	Motion: Frank Lewis To approve agenda with amendments Seconded: Rob Eastwood All in Favor	
3.	Amanda's report	<ul style="list-style-type: none"> -Maintenance call outs have shrunk from 30 callouts to about 8 a month which is really good - Fining is continuing for the garbage rooms -Amanda needs a fencing contractor, Karen to send contact to Amanda -108 D door has shifted -203D has a vibration in the wall from rattling pipes and HVAC had to auger his drain again -Leak on supply line in P1 -413 Leaky window -615 A has a roof leak -Sweeper is doing a great job and in mid-October there will a parkade sweep scheduled -Steamer working great -The cleaners need a new vacuum, Amada got a quote on a vacuum that comes with a 4 year warranty and costs \$3000.00 each, the vacuums currently there are \$1600.00 each and have a one year warranty <p>Motion : Frank Lewis To proceed to purchase one vacuum and get a quote on purchasing the two, and if it is cheaper to get two at the same time to send to the board for a vote Seconded: Rob Eastwood All In Favor -Glassy has contacted Amanda about washing the</p>	

	<p>Old Business</p>	<p>peaks windows next week and gave a reduction in the quote hoping the board would approve. At this time the board will look at holding off till next year Motion: Rob Eastwood To hold off on window washing till the spring and to do a wash next spring and next fall Seconded: Frank Lewis All In Favor</p> <p>The PC system is now installed in Amanda’s office and working great</p> <p>LED lights will be going in this week</p> <p>Amanda received an email response from the four people wishing to be board members with the questions she asked and will invite them to the next board meeting</p> <p>Karen is waiting for a response on enmax on the solar panels.</p> <p>Karen to get gas and electricity contracts sent to her for board to sign</p> <p>Karen sent to Amanda, waiting for the input then will discuss at next meeting</p> <p>Amanda’s job description will be discussed in new business</p> <p>Karen presented a budget and will be discussed in new business</p> <p>Frank and Kelly now have signing authority</p> <p>Bylaw infraction process will change as of October 1st, 2015. Amanda has alerted everyone</p> <p>The NO Parking signs are not in yet</p> <p>Policy was drafted and reviewed by board Amanda will let homeowners know about the new \$100.00 fee that is non refundable</p> <p>Amanda to look into ordering signs for the elevators for the move in and outs and the number to call to book a appointment</p> <p>Amanda is working on franks suite regarding pipe augured and banging in the wall</p> <p>The elevator lobby quotes for fobs has not been received as of todays date</p>	
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	<p>New Business</p>	<p>All buildings have now been steamed cleaned and the girls will spot clean them now</p> <p>Only one quote in for the 8, 2 inch hose bib hook ups in the parkade</p> <p>Amanda is still awaiting quote for the 15 windows</p> <p>Amanda drafted a newsletter and sent to the board and there were some revisions made and it will be going out to all homeowners this week</p> <p>Board would like to know how many renters vs. owners are in the building</p> <p>Karen to cc Amanda on all emails</p> <p>Karen to ask Mayfield for a full GL for the reserve account</p> <p>Karen to do a year over year expenditure for gas and electricity</p> <p>Karen to check to see if there are any issues changing the fiscal year for the peaks</p> <p>Snow clearing quotes are coming in, Amanda received a quote from Leon's for \$ 40000.00 and it includes a spring parking lot sweep and to fix all the parking lot curbs. The season is from October – April. Karen to get quotes as well</p> <p>Amanda presented quotes for a ride on mower and a self-propelled mower which could be bought for the peaks. The board would like First Service to buy it and keep it at the peaks for storage and in exchange the staff could use the equipment for summits and peaks.</p> <p>Beacon hill gave two more invoices for landscaping , the board would like Amanda to ask for the logs for the work that was done there and the times they visited and compare to what is in contract</p> <p>The board spoke to Amanda on her pay.</p> <p>Karen and the board reviewed the budget and Karen to make revisions and send to the board</p>	<p>In camera Session</p>
<p>11.</p>	<p>Meeting Adjournment</p>	<p>Motion to Adjourn: Rob Eastwood Seconded: Frank Lewis All in Favour</p>	

		Meeting Adjourned at: 9:02PM	Motion Carried
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