

Essex Condominium Corporation #3

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Annual General Meeting

Monday, March 28, 2011

Minutes

The meeting was called to order by Sheri Delacretaz, President, at 6:35 p.m.

Sheri introduced the members of the present Board of Directors – herself as president, Joy Penketh, vice-president, Tessie Poberezny, treasurer, Dorothy Loscher, Inga Vassilieva, Jack Forcett, Tom Birkner and Bob Penketh, property manager, Shelley Stieler, recording secretary. Our guests were Gordon Lee, auditor and Martha, bookkeeper.

ROLL CALL:

Martha indicated that there was a sufficient number of owners in attendance or represented by proxy to constitute a quorum.

NOTICE OF MEETING:

Shelley Stieler indicated that notice of meeting had been mailed and/or hand delivered three weeks prior to the meeting.

AUDITOR'S REPORT:

Mr. Lee went through the audited report. According to Gordon, we are at a shortfall of \$48,000, but Joy presented him with a copy of Form 15, from 2008 which was our last full Reserve Fund Study, which should explain the shortfall. We will have to continue to be diligent in spending to meet the future needs of the fund. A brief discussion followed.

There being no further questions regarding the audited financials, Mr. Lee was thanked for his input and attendance and he left the meeting.

There being no questions directed to our bookkeeper regarding budget matters, Martha was thanked for attending and left the meeting.

Cheryl Clarke moved to accept the financials for the fiscal year end. Jim Bowman seconded the motion. All in Favour. CARRIED.

APPROVAL OF PREVIOUS MINUTES:

Joy Penketh moved acceptance of the minutes of March 28, 2010, and Peggy Gagner seconded the motion. All in Favour. CARRIED.

CALL FOR SCRUTINEERS:

Dan Dibley and Judy Cushman volunteered. Mary Dibley *moved to approve the volunteer scrutineers. Mary Wiseman seconded the motion. All in Favour. CARRIED.*

REPORT OF OFFICERS & DIRECTORS:

Sheri Delacretaz gave a summary of work accomplished through decisions of the Board of Directors. She expressed that the Board always strive to make decisions in the best interest of everyone. In the past year, some of the major accomplishments were; driveways and parking lots, smoke detectors, parking lot signs, preventative roof maintenance, typical dealing with skunks & rats, an area was set up for access to water and electricity for our residents to wash their vehicles and a garden shed was put up for the corporation's tools.

COMMITTEE REPORTS:

Jack Forcett gave the report for the community centre. Jack and Dorothy have been managing the centre for two years. They have had 127 hall rentals and are actively booking more. The community centre was deemed a Five Star facility by the Board of Health and the swimming has been very well attended by both adults and children. They have started a new swimming program for seniors 60+, which is Wednesday, Friday, Saturday & Sunday from 6:00-7:00 p.m. They started a green program at the centre, conserving gas and hydro, which has had a savings of \$10,000 this year.

Joy Penketh commented on the gardens, stating that she has resigned from doing the garden work. She will work with someone to organize the gardens. The Board has gotten a quote from Essex County Maintenance for \$12.50/hourly rate. Joy suggested we try this for a month and see if it is worth the money and if not, she suggest tearing down the gardens as there is no one to help keep them going.

Bob Penketh commented on the maintenance report. Roofing is a major project coming up for us and it will last approx. three years. When we redo the roofs, we would like to extend the roof and install eaves troughs where they should be. The Board is currently researching all different types of roofing-shingles, modified bichimum & steel roofing. Bob stated that the worst roof, being the shingled roofs, will get done first. Bob indicated that anyone looking for a home security system, can contact himself or a rep from ADT, whom Bob spoke to. A group rate will apply to the condo. He also indicated that if anyone is interested in adding extra insulation to their units, contact Bob and he will get you some information. He put some extra insulation in his unit and it has helped in warming the place this winter. Bob spoke about salting and the importance of salt for our sidewalks. The Board was sued a while back for \$20,000 for a slip and fall and our maintenance is only insured if they lay down salt. Mary Wiseman suggested an eco-friendly salt that is better for pets and possibly, less salt being put down. Bob agreed that the salt was a little excessive and agreed to talk to our company that does this. Bob has agreed to get pricing on other forms of salting.

ELECTION OF BOARD OF DIRECTORS:

Sheri Delacretaz drew the attention of the membership to the fact that there had been three appointments to the Board during the year that had to be ratified by the membership at this meeting.

Judy Cushman moved to ratify the appointments of Joy Penketh, Shelley Stieler and Tessie Poberezny. Crystal Lachance seconded the motion. All in Favour. CARRIED.

Sheri then asked if there were any volunteers or nominations for Directors from the floor. Ramesh Patel from 2630 Vine Court volunteered to be a director.

APPOINTMENT OF AUDITOR:

It was moved by Cheryl Clarke, and seconded b Inga Vassilieva, that we retain the services of the current auditor, Mr. Gordon Lee, for the ensuing year at the same fee, or with a reasonable increase, at the discretion of the Board. All in Favour. CARRIED.

DISCUSSION:

A discussion regarding towing illegally parked cars as brought up. This is an ongoing problem in our area and the police will not come out, due to the fact that we are private property. If someone is abusing a parking spot, an owner can call a vehicle to be towed at their discretion. Shelley is going to follow up with Brian's Towing to get our signs updated and to renew a contract with them.

MOTION TO ADJOURN:

There being no further business to discuss, Sheri Delacretaz entertained a motion to adjourn at 8:10 PM.

Respectfully Submitted by: Shelley Stieler (Secretary)