

# *Essex Condominium Corporation #3*

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Board of Directors Meeting

Monday, April 16, 2011

Minutes

Joy Penketh, called the meeting to order at 6:34 PM

**ATTENDING:** Martha, Bookkeeper, Shelley Stieler, Secretary, Dorothy Loscher, Jack Forcett, Inga Vassilieva, Joy Penketh, Bob Penketh, Property Manager, Tom Birkner and Ramesh Patel

**REGRETS:** Sheri Delacretaz, President and Tessie Poberezny.

**FINANCIALS:** The financials for February and March were reviewed and discussed.

*Tom moved to accept the financials as presented and Jack seconded the motion. ALL IN FAVOR. CARRIED.*

A motion was made for an automatic monthly transfer from Lynn Freeland's office to the Reserve Fund for Essex Condo #3 and the Community Centre.

*Inga moved to accept this motion and Dorothy seconded the motion. ALL IN FAVOUR. CARRIED.*

A motion was made so that the balance of item #9 on Essex Condo #3's status certificate ends at "current fiscal year is accurate."

*Shelley moved to accept this wording and Inga seconded the motion. ALL IN FAVOUR. CARRIED.*

Cheques were submitted for signature and as there was no further financial business Martha left the meeting..

**The Board would like to express their gratitude to Martha at Lynn Freeland's office for the wonderful job she is doing on our financials.**

**MINUTES:** The minutes from February were reviewed and discussed.

*Inga moved to accept the minutes and Jack seconded the motion.*

*ALL IN FAVOUR. CARRIED.*

The minutes from March were approved with an added change being that Inga be added to the signing authority list.

*Jack made the motion to accept the March financials with the change and Shelley seconded the motion. ALL IN FAVOUR. CARRIED.*

## **UNFINISHED BUSINESS:**

Essex County Maintenance has their contract up for renewal. This is tabled to our next meeting when Marvin can attend.

G&S Engineering- Bob met with Andrea, our lawyer, concerning the problems with Albert Shepers. The matter is in her hands for now.

The Board is also dealing with the lawyer over some other legal matters.

A motion for Shelley Stieler to continue with the Secretary duties was made.

*Inga made the motion and Joy seconded the motion. ALL IN FAVOUR. CARRIED.*

**REPORTS- Property Management:**

Bob has been busy working with roofing companies and researching roofing products.

Bob did a walk around and marked parking bumpers that are in rough shape and need to be replaced. He plans to replace ten now and hopefully another ten at the end of fiscal year, if it is affordable.

A motion was made to purchase ten new curbstones for parking lots.

*Dorothy made the motion and Tom seconded the motion to purchase the new parking curbstones. ALL IN FAVOUR. CARRIED.*

Bob has ordered and added some extra blue bins for the parking lots. Recycling is overflowing, so hopefully, this helps with this problem.

Garden- Not much to report for the gardens. It has been cold and rainy. Joy is looking for some volunteers to help with some clean up, to remove the mulch.

Community Ctr.- They have six hall rentals for the month of April.

**New Business:**

Bob has requested an extra parking spot and the monies to pay for this will come off his monthly car allowance cheque. He has filled out a parking contract and it has been given to Shelley to file.

The Board has accepted the resignation of Moe Gagner, with regrets. In lieu of payment for handling the condo website, an arrangement for an additional parking area in garage, has been made.

Joy mentioned that she was speaking to a gentleman from another condo, and he made reference to something called "action reports." Other condos utilize these for the owners to fill out for complaints, problems, etc... One copy goes to owner, one to property manager and one to the secretary. Joy asked the board to think about this and will look into getting a copy of one of these forms.

Bob went to look at a door at unit #2626. He has concluded that that it is defective.

A motion was made to replace the defective door at unit #2626 Vine Court.

*Jack made the motion to replace the door at #2626 Vine and Shelley seconded the motion. ALL IN FAVOUR. CARRIED.*

**MOTION TO ADJOURN:**

There being no further business to discuss, the meeting was adjourned at 9:00 p.m.

**Notice of Next Meeting:**

Monday, May 16, 2011 at 6:30 p.m.