

Essex Condominium Corporation #3

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Board of Directors Meeting

Monday, January 19, 2009

Minutes

The meeting was called to order by Sheri Delacretaz at 6:40 PM

In Attendance

Sheri Delacretaz, Dorothy Loscher, Jack Forcett, Inga Vassilieva, Shelley Stieler, Pat Muscedere, Bookkeeper,
Bob Penketh,
Property Manager, Joy Penketh, Secretary

Regrets

Tessie Poberezny, Moe Gagner, Madan Tandon

Financial Report

Financial Report for December, 2008 was presented for review and approval.

Shelley Holden moved to approve the Financial Report for December. The motion was seconded by Jack Forcett. All in Favour. CARRIED.

Pat Muscedere advised that our auditor had contacted her regarding reserve funding and indicated that from now on all reserve fund monies, whether for the condo or the community center, will each have to have separate accounts so it is clear that only items payable from the reserve fund comes out of its own special account. This is going to be extremely labour intensive but according to law it is just one more necessity. Joy Penketh was directed to prepare a letter to Windsor Family Credit Union, signed by two Board members, authorizing Pat to do transfers from these accounts on-line which will eliminate having to buy cheques for each of the accounts.

Shelley Holden has officially changed to her married name and will have to go to each of the banking institutions where we have investments to change the signature cards to reflect her married name. Joy will research this and provide Shelley with locations.

The draft of the Year-End Financial Statement, prepared by Gordon Lee, was reviewed for submission to the members at the Annual General Meeting in March.

Dorothy Loscher moved to approve the draft, pending review of the auditor's notes, so Pat Muscedere can order the official copy from Mr. Lee without delay. Shelley Stieler seconded the motion. All in Favour. CARRIED.

Cheques were presented for signature and invoices were discussed then Pat Muscedere left the meeting.

Minutes

Minutes from the meeting of December 1, 2008 were reviewed and discussed. Once these minutes are approved they will be added to the website.

Shelley Holden moved to accept the minutes and Jack Forcett seconded the motion. All in Favour. CARRIED.

Business Arising from the Minutes

Bob Penketh had been directed to do some research on the feasibility of adding video surveillance in our parking lots. He presented the Board members with information provided by one of the companies he had contacted and this possibility was discussed at length. Based upon the cost and difficulty in supporting the system the Board decided not to complete the research with the other companies. It was suggested that we look into additional security lighting throughout the complex rather than mount cameras. Bob will contact our electrical contractor to discuss this matter as well as request his input with respect to the parking lot light standards.

Joy Penketh has since reviewed the Letters Patent and the Community Center By-Laws and determined that she is, in fact, able to attend the Community Center meetings as a representative for ECC #3. Her attendance will insure full representation of our Condo group.

Several letters are to be prepared and forwarded to off-site owners discussing situations pertaining to certain tenants living in the complex.

Reports

Bob Penketh submitted his written report. He discussed in detail damages to one of the units due to a burst toilet tank and the fact the owners were away on vacation. It would be prudent of all owners to consider shutting off the water supply if they are planning a vacation. This would require that the hot water heater be turned off as well, if owners plan to be away for an extended period of time, so the heater doesn't overheat because water has been shut down.

Shelley Delacretaz reported that elections had taken place and she has been re-elected as President of the Community Center Association. The pool filter had to be replaced. It was cracked and began to leak so badly that it broke down.

Joy Penketh had no garden report.

New Business & Correspondence

A discussion regarding strengthening the By-Law relating to owner's responsibility for maintaining their unit has been tabled for now.

The package of material to be sent out to owners for the Annual General Meeting was discussed at length with particular emphasis on the proposed Amendment to Article 5.01 of the existing By-Laws. Joy Penketh has been directed to make a minor change to the Amendment and prepare the package for distribution before the next meeting of the Board.

The question of positioning satellite dishes was once again brought up and discussed at length. It is the Board's opinion that the policy it presently has in place will stand. An individual can only utilize that part of the common area designated for their own exclusive use to erect a dish. If that means they can't get reception then they will have to get cable. There are a number of units positioned so that the owners can not utilize a dish and these people have had to contract with the cable company.

Motion to Adjourn

There being no further business to discuss Shelley Stieler moved to adjourn at 8:56 PM

Notice of Next Meeting

The next monthly Board Meeting will be held on Monday, February 16, 2009 at Roseville Community Center at 6:30 PM.

Respectfully submitted by: Joy Penketh, Secretary