

# *Essex Condominium Corporation #3*

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Board of Directors Meeting  
Monday, November 30, 2009  
Minutes

Sheri Delacretaz, President, called the meeting to order at 6:40 PM

ATTENDING: Sheri Delacretaz, Tessie Poberezny, Inga Vassilieva, Moe Gagner, Tom Birkner, Jack Forcett, Debbie Deschamps, Joy Penketh, Secretary, Bob Penketh, Property Manager, Pat Muscedere, Bookkeeper

REGRETS: Shelley Stieler, Dorothy Loscher, Madan Tandon

## FINANCIALS:

The financials for October, 2009 were reviewed and various items were discussed. Joy Penketh suggested that we not renew the GIC coming due in January because we need to attack as many projects as possible before the tax hike goes into effect this summer. Roofs will need to be done sooner than originally scheduled. Moe Gagner suggested we look into the possibility of a government grant for the roof replacements that are coming up. If we go energy efficient we should be entitled to some energy grants.

*Jack Forcett moved to accept the financials as presented and Moe Gagner seconded the motion. All in Favour. CARRIED.*

Cheques were submitted for signature and as there was no further financial business Pat passed around Christmas good wishes and left the meeting.

## MINUTES:

The minutes from October 19<sup>th</sup>, 2009 were reviewed and discussed.

*Moe Gagner moved and Debbie Deschamps seconded approval of the minutes. All in Favour. CARRIED.*

## BUSINESS ARISING FROM THE MINUTES:

The additional mini-ties were installed and plants have been added around the trash bin fences. The basement window installer has been ill but is now back on the job so this project will continue until the bad weather stops installation. The roof maintenance program has been completed and the smoke detectors have been ordered. Letters will be going out to the owners and tenants advising that this replacement program commences after the first of the year. (It was suggested that we wait now until the early spring when the weather turns warmer)

A letter setting out our program for residents who continually abuse the guest parking is being sent out at the same time the information about smoke detector replacement goes out.

Joy Penketh has been tracking the account of our legal counsel for work she has been doing and has found some discrepancies so she is Emailing her findings to the lawyer's office for clarification.

Discussion was held regarding prioritizing work to be done before the tax changes occur. While driveways need to be repaired it was felt that roofs would be of major importance and we had best put our money aside for that before we worry about the pavement.

### REPORTS:

Bob Penketh presented his Management report. All of the contracts with Essex County Maintenance have been done with the exception of the basement windows, which is "work in progress" over the next year or so. Bob would like to purchase new "Fire Route" signs with plywood backing and metal strapping. The Board suggested that we find out from the sign companies whether or not they can do the entire job – i.e. prepare the signs, mount them on plywood and install them on the poles.

Sheri Delacretaz advised the pool has been completed and re-opened. It looks great and the swimmers are enjoying it. New cards have been recently purchased and new owners are taking advantage of the pool. Condo 5 is not putting together a proposal regarding giving up their interest in the Centre so the other Condo's are going forward asking the lawyer to provide costs for an information package that will be delivered to ALL owners in all Condo groups so everyone knows exactly how much it actually costs to support the Community Centre versus how much it will cost to separate from the Centre.

Joy Penketh's Garden report was presented. Debbie Deschamps and Tessie Poberezny have volunteered to help prune and clean up the balance of the gardens this Saturday, weather permitting.

### NEW BUSINESS AND CORRESPONDENCE:

Joy Penketh will be stepping down as Secretary as of December 31<sup>st</sup>, 2009 and the phone line will be discontinued at her house and all equipment will be transferred to Shelley Stieler's home.

We are hoping to transfer the Corporation phone number to cell phones with voice mail so that we don't have to go through installation costs or notices of a change of phone number every time there is a new Secretary or Property Manager elected.

The Board decided that a 3 in 1 printer will be purchased. We can then offer the existing small printer, fax machine and answering machine for sale to any resident for the existing value on the books.

### MOTION TO ADJOURN:

There being no further business the meeting was adjourned at 8:30 PM.

### NOTICE OF NEXT MEETING:

The Board does not normally meet in December so the next meeting will be held Monday, January 18<sup>th</sup>, 2010, at Roseville Community Centre

Respectfully submitted by: Joy Penketh