

# *Essex Condominium Corporation #3*

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Board of Directors Meeting

Monday, October 19, 2009

Minutes

Sheri Delacretaz, President, called the meeting to order at 6:35 PM

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

REGRETS: Inga Vassilieva, Madan Tandon

## FINANCIALS:

Pat Muscedere indicated she would be in Italy for the next meeting. It was decided to hold the meeting November 30th in order to have her there because we don't have a meeting in December due to the fact our normal date is too close to Christmas.

The financials for September, 2009 were reviewed and various items were discussed in detail as the contracts had recently been completed.

*Shelley Stieler moved to accept the financials as presented and Debbie Deschamps seconded the motion. All in Favour. CARRIED.*

The year end figures for fiscal year 2008/2009 were presented for approval prior to sending them on to the Accountant for audit. It was felt that two items should be put under a separate heading "Insurance Claims" rather than Emergency Repairs and the explanation for the Community Centre should read HVAC Roof Unit Replacement instead of Roof Replacement.

*Dorothy Loscher moved to approve the year end figures and Shelley Stieler seconded. All in Favour. CARRIED.*

Because many items handled this year came in lower than projected by our Reserve Fund Planner we are in a better position than expected with our Reserve Fund however in the next few years we will have to replace the roofs and add additional eave troughs which will probably be very costly so it is just as well that we are "ahead of the game" as far as the fund is concerned.

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

## MINUTES:

The minutes from September 21<sup>st</sup> were reviewed and discussed.

*Shelley Stieler moved and Dorothy Loscher seconded approval of the minutes. All in Favour. CARRIED.*

### BUSINESS ARISING FROM THE MINUTES:

We are now into the new fiscal year so the extra mini-ties are being added to the gardens around the bins. Jack has several plants he and Dorothy are donating and we will be adding them to the gardens as soon as possible so they can get established before the winter sets in.

Seven basement windows have been completed and several more have been measured so that the steel can be bent to fit them. When the windows were replaced some were done from the outside and others from the inside. There is no consistency and each one has to be measured and bent individually. Bob Penketh hopes that all of the west facing basements can be completed before the really bad weather sets in.

The roof maintenance contract has been authorized and work should commence shortly. This means that all roof vents will be checked and caulked and shingles replaced where necessary to avoid any leaks this winter.

### REPORTS:

Bob Penketh presented his Management report. One or two units have to be finished up as far as caulking is concerned. Patio gates were locked and some people were not at home when the crew came by. Three units still require the aluminium extension put on but a longer ladder is required for that. Sheri Delacretaz indicated that repairs to the pool were approved at the last meeting but Condo 5 objected and opposed the work. The other Board managers agreed to go forward anyway. Work has commenced. Condo 5 held a special meeting where the owners apparently voted to withdraw from the Centre Association. It looks like the owners don't realize the cost involved in that but the lawyer is to prepare 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. There is still a considerable amount of weeding and pruning to be accomplished before winter and this will hopefully be completed during the next warm spell if there ever is one. Debbie Deschamps said she would help if we do this work on a weekend. All volunteers are welcome.

### NEW BUSINESS AND CORRESPONDENCE:

Joy Penketh said an owner was concerned about theft from her vehicle and that there had been several young boys in the area of late so she suggested we advise owners to keep their eyes open for strangers in the area.

Joy Penketh will review several invoices for legal services as the Board has concerns about legal fees. The Board decided that a problem with one of the catch basins for the storm sewers can be taken care of by moving a parking bumper out of the way and digging out the grass surrounding the basin. The Board will also be looking into an inexpensive fix for one of our worst driveways come spring.

**The ongoing problem of owners abusing the parking areas by putting their second vehicle in a guest spot was discussed again but this time the Board is determined to have a very strict tow-away campaign in place by January 1<sup>st</sup>. A letter of warning will be delivered to everyone setting out the way it will be handled and all Board members will be given notices so that when and if they SEE offenders they can stick a notice on the car without waiting for someone else to do it. The City will then be called in to arrange the towing so no one can blame anyone other than themselves if they are towed away.**

### MOTION TO ADJOURN:

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

### NOTICE OF NEXT MEETING:

The next meeting will be held Monday, November 30, 2009, at Roseville Community Centre

Respectfully submitted by: Joy Penketh