

Essex Condominium Corporation #3
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Board of Directors Meeting
Monday, October 20, 2008
Minutes

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

In Attendance

- ❖ Sheri Delacretaz, Tessie Poberezny, Dorothy Loscher, Jack Forcett, Inga Vassilieva, Moe Gagner, Pat Muscedere, Bookkeeper, Bob Penketh, Property Manager, Joy Penketh, Secretary, Danny Yascheshyn, Hub International Insurance, Guest

Regrets

- ❖ Shelley Holden, Madan Tandon, Sam Yousif

Presentation

- ❖ Danny Yascheshyn provided us with a copy of our annual insurance renewal and went over the various items that are included in the coverage. We discovered that we were still being covered for our lawn tractor which was sold some time ago. Danny will have this coverage removed but the premium for it was minimal. There has been an increase in the premium but it is only because the insurance company has increased the replacement costs for the buildings to reflect the increase in the rate for construction. Mr. Yascheshyn was thanked for attending and answering our questions and left the meeting.

Financial Report.

- ❖ Financial Report for September, 2008 was presented for review and approval. Joy Penketh discussed changes to the Enwin invoices. Joy will contact Enwin to answer our questions. Discussion followed about our investment procedures and it was determined that we will look into our limitations and possible alternate solutions.
Tessie Poberezny moved to approve the Financial Report for September. The motion was seconded by Dorothy Loscher. All in Favour. CARRIED.
- ❖ The final figures for 2007/2008 were discussed at length and Pat was directed to forward all documentation to the auditor for our yearly audit.
- ❖ There was sufficient money in the bank and coming due from matured GIC's to invest \$50,000 in an additional GIC. Bank of Montreal had the best rates and the majority of the Board, through electronic communication, decided to put two GIC's there. (\$25,000 for 2 years and \$25,000 for 4 years) Because of the ruling that banks and credit unions are only insured for \$100,000 in deposits we are required to move our money around from bank to bank and credit union to credit union in order to comply with the savings required by the Reserve Fund Study. Joy Penketh, with the assistance of Pat Muscedere, will set up a Reserve Fund file to keep track of where we have our money deposited.
- ❖ Cheques were provided for signature and Pat left the meeting.

Minutes

- ❖ Minutes from the meeting of September 15, 2008 were reviewed and discussed.
Moe Gagner moved to accept the minutes and Inga Vassilieva seconded the motion. All in Favour. CARRIED.

Business Arising from the Minutes

- ❖ The Landgraft contract was finished this month however Jack Forcett indicated that they should have considered some additional trimming on some trees that were overlooked. If necessary we can have them come back but this work can actually wait until the next time we have to prune and trim.

- ❖ Discussion regarding insulation of the mansards was held in detail. We will be looking at whatever savings can be achieved in the sample unit we insulated then take this same information to the owners to get approval to complete this improvement on all units. This is not a repair, it is an improvement and it will have to be approved by owners before the Board can proceed.
- ❖ The sprinklers have been installed and we are just waiting for the electrician to do the hookup for the electric timers in order to test them before winter sets in. Seeding and laying sod where we can't seed is taking place. This will be covered with straw and left to germinate over the winter. In the event it doesn't rain the owners where sod is being placed will have to water the sod off and on for at least a week for it to become established before the winter sets in.
- ❖ Discussion followed regarding driveway signage. Several of the companies asked for quotes did not respond in time for the meeting. It is getting rather late in the season to dig and cement the posts in plus more detailed information has to come from the sign companies before a decision is made.
- ❖ Information regarding recycling, appliance pick-up and the Drop-Off Depot were discussed in detail. These links will be added to our Webpage. Joy Penketh related her conversation with the City of Windsor garbage truck driver where he stated they would not empty trash bins with heavy furniture or other objects sticking out over the top of the bin. We had a driver in the past kind enough to tip our bins no matter what they had in them but that practice has stopped because of damage to the vehicles and injuries sustained by several drivers.
Signs will go on the bins indicating that furniture and other heavy awkward items, including appliances of ANY kind will have to be placed next to the bins at the foot of Vine Court (southern section of property near the factory area). As mentioned in the past, there is a heavy-duty dolly in the Maintenance Yard available for use in moving furniture, equipment or appliances to the area designated. Often furniture and appliance stores will take away your used item when they deliver a replacement.
If the Corporation has to arrange for weekly removal services this could seriously affect your common fees. Be a diligent member of this community. If you see individuals abusing this privilege regularly contact the Corporation phone number and report them and we will bill them for the cost of removal.
- ❖ A lengthy discussion was held regarding the problem of oil leaks on asphalt in various parts of the complex. The Corporation is faced with either replacing or repairing the driveways and parking spots throughout the area which is extremely expensive. When vehicles are in disrepair, resulting in leaking oil, this eats away the asphalt. Once we have repaired or replaced the drives and parking spots, owners' vehicles that have oil leaks will have to be repaired or they will be forced to park elsewhere. The Board cannot expect owners of well-maintained vehicles to foot the bill for repairs to damages caused by owners whose cars are not well-maintained, causing damage to newly replaced/repared asphalt. If this requires a change in the by-laws then the Board will make such an amendment. Joy Penketh is researching the legalities. A quote for repairing seven such locations was reviewed.
Tessie Poberezny moved to accept the quote for asphalt repairs. Dorothy Loscher seconded the motion. All In Favour. CARRIED.

Reports

- ❖ Bob Penketh submitted his monthly written property management report and submitted letters from unit owners requesting that pine trees planted too close to homes be removed. He discussed his conversation with our maintenance contractor who said the trees have outgrown the area and are sparse an eyesore and messy because of bird droppings and the fact that dropping needles made the area below them too acidic to grow grass. It was felt that dwarf varieties planted in groups away from the units would be more appropriate if they are necessary or requested but the Board may just plant alternate species of trees instead. A heated discussion was held regarding the pros and cons but the majority of the Board agreed with Bob and the maintenance contractor. Bob was directed to commence removal of the worst offenders first and gradually complete this task as time and finances permit.
- ❖ Sheri Delacretaz talked about the pool. The vote to close the pool was deferred at the last Association meeting and Sheri was to poll ECC #3 Board members to see what they would like to prioritize by way of repairs/improvements to the pool and dressing rooms with the savings the Association would achieve by closing it for the winter. Board members expressed their distrust of the reasoning behind closing the pool and felt that, if there was no savings realized, there would be no work done and we would be back to square one. Until such time as the lawsuit has been settled, they vote not to close the pool and Tessie Poberezny and/or Jack Forcett are willing to go to the next Association meeting and express their concerns and opinions.
- ❖ Joy Penketh presented her written garden report and advised the winterizing of gardens is just about finished.

New Business & Correspondence

- ❖ Owners' letters were presented and discussed. The Board indicated that they would approve Condo #3 holding its own Christmas Gift, Craft/Bake and Indoor Yard Sale if Joy Penketh wanted to organize it. Joy will put notices on the garbage bins, drop notes into mail boxes and contact those people who expressed an interest in the past to see if they

are still interested. If enough people express a desire to be part of a "tasteful" craft/bake, gift and yard sale (no junk please) we will pursue it only for our Condo #3 complex in the small hall at the community center.

❖ Arnold Tunks, a notable member of our community passed away this month. Arnold worked hard for our Corporation for more years than anyone else in the complex and the Board has determined to honour him by placing a memorial plaque at one of the new Japanese maples recently planted on the property.

❖ **Based upon advice of Legal Counsel and upon the fact that few Board members are available to attend Community Center Association meetings with Sheri Delacretaz the following transpired through electronic mail correspondence subsequent to this Board meeting and is added hereto as an addendum:**

Jack Forcett moved to remove Wisam Yousif from the Board due to lack of attendance at meetings and to appoint Joy Penketh as Director in his place, subject to final approval by the General Membership at the next Annual General Meeting. Dorothy Loscher seconded the motion. All in Favour. CARRIED.

❖ **Joy Penketh will attend the Community Center meetings as the second representative for Essex Condominium Corporation #3.**

Adjournment

❖ There being no further business to discuss the meeting was adjourned at 10:00 PM

Notice of Next Meeting

❖ The next meeting will be held Monday, December 1st, 2008, at Roseville Community Centre

Respectfully submitted by: Joy Penketh, Secretary
