

# ***Essex Condominium Corporation #3***

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Board of Directors Meeting- Monday, October 15th, 2012  
Minutes

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

**ATTENDING:** Martha, Bookkeeper, Shelley Stieler, Secretary, Bob Penketh-Property Manager, Jack Forcett, Joy Penketh, Sheri Delacretaz and Mary Wiseman.

**REGRETS:** Tom Birkner, Ramesh Patel, Dorothy Loscher & Inga Vassilieva

**GUEST: Paolo Perciballi from Hub International-** Paolo wanted to introduce himself as our Insurance Account Executive for the past two years. He explained that our condo is on a Condo Program, which helps condo corporations get better premiums. He presented quotes to increase coverage for "slip & fall" and Director's liability. There was some questions and then the Board thanked him for coming and he left the meeting.

*Joy made a motion to increase our slip & fall and director's liability coverage up to 5 million. Mary seconded the motion. ALL IN FAVOUR. CARRIED.*

**FINANCIALS:** The financials for September were reviewed and discussed.

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

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

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

*Jack moved to accept the minutes and Joy seconded the motion. ALL IN FAVOUR. CARRIED.*

## **Unfinished Business**

**Roofing-** The roofing project still goes on. They are currently working on Building #6 and are hoping to be finished middle to end of next week. There have been no problems and once again, Bob told the Board he is absolutely thrilled with the way the project being handled and the outcome of it! Some of the mansard shingles are falling off, so, Bob is meeting with Paul next week to address this and discuss the options.

## **Gardens-**

Sheri explained to the Board that her feelings about the gardens are that we should keep them the same size and put in shrubs to fill in space. We could choose the shrub size and then put down a proper ground cover with some color. She feels we should wait till the spring to start this project.

**Trees-** Bob and Joy made a trip to Maidstone Tree Farm to look at some trees. Trees are discounted right now, because of the season. They found 6 trees that they thought would fit in the common areas and they are all different types. These will replace the ones that we recently removed.

*Shelley made a motion for Bob to purchase the 6 trees from Maidstone Tree Farm and Mary seconded the motion. ALL IN FAVOUR. CARRIED.*

**Lights-** The 6 security lights have been installed and completed. They were finished very quickly and efficiently.

**Status Certificate-** A discussion took place about changes to the Status Certificate.

## **REPORTS:**

### **Property Manager-**

Bob reported that the garbage bin at the bottom of Vine Court, where large items are to be placed for removal, has gotten out of control. It seems that the quantity of the garbage has increased immensely and it is costing the corporation more money to remove these items. Bob was asking the Board on ideas on how to handle this. This might be a privilege that has to be taken away, if the costs become too much for the Boards and the budget. Shelley has agreed to create a letter to send out to all owners regarding this issue.

**Garden-** No report.

### **Community Center-**

There is a garage sale coming up in November. New heaters are being installed in the change rooms. Swimming is open on Sunday's only right now.

### **New Business-**

RATIFICATION- A fire proof cabinet was purchased for important document for the condo.

*Joy made a motion to purchase the fire proof cabinet and Dorothy seconded the motion by e-mail. ALL IN FAVOUR. CARRIED.*

RATIFICATION- Fixing sidewalks and paths to make them safe and non-hazardous.

*Joy made a motion to accept the quote from Concrete Corrections and to go forward with the work to the sidewalks and pathways via e-mail. Jack seconded the motion. ALL IN FAVOUR. CARRIED.*

**Towing-** Shelley spoke to Brian's Towing and there are new policies to report a tow. Shelly agreed to create a letter to send out to all owners regarding towing and what the new policy is.

**ADJOURNMENT was at 9:10 p.m.**

**NEXT MEETING will be November 19<sup>th</sup> at 6:30 p.m.**