

Essex Condominium Corporation #3

P. O. Box 27063 7720 Tecumseh Rd. E. Windsor, ON N8T 3N5

Telephone(519) 945-1473 Fax(519)974-4487

www.essexcondo3.com

Board of Directors Meeting Monday, October 24, 2011

Minutes

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

ATTENDING: Martha, Bookkeeper, Shelley Stieler, Secretary, Joy Penketh, Bob Penketh-Property Manager, Jack Forcett, Inga Vassilieva, Tom Birkner, Ramesh Patel, and Sheri Delacretaz, President.

REGRETS: Tessie Poberezny & Dorothy Loscher

FINANCIALS: The financials for September were reviewed and discussed.

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

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

MINUTES: The minutes from October were reviewed and discussed.

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

Unfinished Business:

Roofing- Unfortunately, due to the rain, we are behind in schedule. The first ply and soffits are installed on buildings 9, 7 & 5 is in process. The roofers are currently working on building 13. The cap sheet and eaves troughs have not been installed yet, although they had to put up "temporary eaves" because of all the rain. We issued a change order with the Engineer for the installation of 7 additional downspouts per building and 4 drains with bubblers per building. This will move water away from the basements and will eliminate water and ice problems, which will in turn, save the condo lots of money on leaky basements.

Kingsville Roofing, has been paid the first installment as per our contract with them.

Bob has reported that everything is running smoothly, despite mother nature, and that the engineer is on the roofs quite frequently inspecting the work.

Essex County Maintenance- We had voted a few months ago to accept Marvin's new proposal and contract for the lawn maintenance and snow removal, yet we have not signed the actual contract. This needs to be done.

Reserve Fund Study- We have received the full Reserve Fund Study from Mindquest. The board was each sent a copy from Inga, who has been working with them, and she asked that we each go over it with a critical eye and report any errors. This is an important task because this will affect our reserve fund spending for the upcoming years.

Reports:

Property Manager: We have had some security lights issues. Tesla has fixed the problems, but it seems our lighting is quite old and the board will have to look into a newer system in the next few years. Discussion was held, and the board agrees that the security lights work quite effectively with their bright, strong lighting and we plan to keep the existing lighting for as long as possible.

Community Centre: Pool is still closed. We are hoping a decision will be made by tomorrow, October 25th, to resolve the repair issues.

Garden Report: Joy, Shelley & Inga all worked together to cut back two of the gardens and got most of it done, except some transplanting. Joy has done some work on the other gardens, but needs some more help. There is a sale on various saplings at Provincial Nursery, where we can get some trees for half the price. *Shelley made a motion for Joy to purchase 4 trees at Provincial Nursery. Tom seconded the motion. ALL IN FAVOUR. CARRIED.*

New Business:

Bank Loans- Joy, Inga, Dorothy and Sheri have looked into bank loans to help with the cost of the expensive roof project. They have visited a few banks and it seems that BMO is interested in possibly loaning us the money. The board had a discussion on getting a loan to cover the entire roof project or wait 3-4 years to build the reserve fund and finish the roofing project at that time. Sheri made a point that it is not just roofs we are talking about here, it is also air ventilation and eaves troughs, which is a problem for us. It was brought up, that the cost will go up in 3-4 years on materials, as well as labour and if we really satisfied with the work that is being done to date, are the same labourers and company going to be around in 3-4 years. Many factors to consider.

Five Year Plan: This has to be updated. The board came up with a few items to be put on this list- cement and concrete repairs on foundation, parking lot bumpers, roof maintenance, lighting, driveways and insulation. The board was asked to think of more items to add to the list. Joy has been researching internet and found that the mansards can be cleaned manually, with pool algaecide and a paint brush. The board will look into this further.

Windows: We have recently had some phone calls regarding windows. **Essex Condo #3 will cover normal wear and tear on windows and cranks.** Any screens for the windows is the responsibility of the owners.

Insulation: The board has a discussion on insulation, which is very important. Marvin from Essex County Maintenance put out flyers in every mailbox around Essex Condo #3. He quoted prices for our units to add extra insulation in the mansards. Bob told the board that he has received quite a few orders for this.

Rona Credit Card: The board looked into a credit card for Rona, strictly for the purchases of doors and the installation of them. Inga looked into this and it seems we don't need a credit card, we can have a "in-house" account, where they will bill us for services rendered, at no extra cost to us. This is a great solution for the Board and will help with future door replacements.

CCI Seminar: Saturday, October 29th from 9:00 a.m. till 1:00 p.m. This is a on-day seminar on introduction to condo living. Joy, Sheri and Inga were interested in going.

Adjournment at 9:10 p.m.

Next Meeting will be on Monday, November 21st at 6:30 p.m.