

**Minutes of the Board Meeting
Darlington Arms Condominium Corporation
19 February 2004**

Held at #703, Darlington Arms Condos

Attendance: Chair: Gerald Rotering, #703. Directors: Daorcey Le Bray, #102; Jim Young, #305; Eric Ross, #605; Leonard Krahn, #104. Gerry Callan and new Property Manager Shantelle Farrell of CDCL/Bayview Real Estate Management

Quorum established. Meeting called to order at 7 p.m.

These are summary minutes prepared by Gerald. See the Manager's Report for further points that were discussed. The following resolutions were adopted:

Moved by Leonard, seconded by Erik, that Josef Sponiar be asked for a quote to enclose the lobby's west-side corridor with a wall and locking door. Carried.

Moved by Leonard, seconded by Jim, that Manager Shantelle be authorized to spend up to \$500 to have the east-side outside garbage doors repaired so the man door closes and latches by itself (perhaps requiring new hinge pins?). Carried.

Moved by Jim, seconded by Leonard, that the contract for exterior windows and doors caulking recently completed by mountaineer/contractor Josef Sponiar be increased by \$1,800, from \$6,300 to \$8,100. Carried.

Moved by Leonard, seconded by Jim, that \$200 be reimbursed to suite #703 owner Gerald Rotering for repair of a disconnected common-property vent stack, uncovered when his contractor did sound proofing inside the wall cavity facing suite #701. Gerald abstained from the vote. Carried.

Other items:

- Dan Wilkin of suite #406 has turned over to Gerald the common-property utility-area key and the elevator room key that previously gave him access to a storage area. He'll move his things when he can, or when we create more lockers in our building.
- Shantelle will discuss with our plumber/mechanical fellow, Normand, the '01 suites roof-top ventilator. We may ask James Electric to remove the over-sized ventilator recently installed (which is far too powerful), and consult another company about a roof ventilator of the proper size/speed.
- Gerald will—when time allows—prepare a new draft of our Darlington Arms Guidebook and House Rules, adding sections on security and on collections, ie how we handle overdue condo fees.
- Shantelle will consult Viking Electric about a low-cost new neon tube and cover installation for our elevator cab. If black or brushed-nickel finishing is available, great, otherwise, white will do.

Meeting adjourned at 8:40 p.m.