

**Minutes of the Board Meeting
Darlington Arms Condominium Corporation
17 November 2011
Held at #703, Darlington Arms Condos**

Attendance:

Gerald Rotering of 703, David Kelly of 405, and Ross Conner of 602.

Call to Order:

Gerald Rotering called the meeting to order at 7:15 p.m.

Manager's report and financials:

- Operating Cash: about \$46,000
- Reserve Fund: 216,300

Board of Directors until AGM in October 2012:

- Gerald offered to serve as chair of the board for another year, while David offered to continue as secretary, and Erik Ross—although unable to attend tonight—was thought willing to serve again as vice chair. After discussion these appointments were moved by Ross, seconded by David, and CARRIED.

Old business:

- When condo contributions were not increased for the current budget year, directors had agreed to review the need for more revenue at the end of 2011. After a quick chat about our financial situation the board decided it will not be necessary to adjust contributions on January 1, 2012.
- Contractor Josef Sponiar has completed the re-roofing project. The total project cost was \$18,400. Josef estimates that he covered the new waterproofing with an additional 12 tons of pea gravel to shade it from direct sun and keep it cool, preventing its drying out.
- Balcony railings painting was not accomplished this year, with our contractor's priority being the re-roofing project. Directors noted that railings still look pretty good, but agreed that if any really need attention, they can be addressed on an individual basis. Gerald is to mention this in the next newsletter.
- Gerald was assigned last month to pursue quotes for a new "reserve-fund study" for our building. He reported that he reviewed numerous such studies and has short-listed three contractors who he has invited to bid on the project, with completion targeted for 1 October, 2012.

New business:

- A resident has asked for police to be given building keys, or access to them, so that if police are needed on an upper floor they don't need to be buzzed in and have the elevator activated for them. Directors discussed this and noted that we have a "trades" keybox at the front door that police can access with the code, which can be provided by phone by one of our seven board members.

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(New business, continued):

- The board discussed over-sized items that are being left beside our refuse bin, and a written complaint from a resident about someone smoking in common areas and on the elevator. Gerald will mention these concerns in our next newsletter.
- Gerald presented an updated assignments list for contractor Josef Sponiar (dated 15 Nov. 2011, and attached). After discussion it was move by David, seconded by Ross and CARRIED that all these assignments are endorsed with the exception of decorative stainless-steel panels to flank the elevator door in the basement hallway, for which the Board would first like to know the cost.

Directors visited the basement water room to review which valves shut off the building's water supply, and then to the front door to identify the "trades" lockbox and its access code.

The meeting adjourned at 8 p.m. The next meeting of the Board of Directors is scheduled for 7 p.m. on Thursday, December 15, 2011 at suite 701.

Assignments list for contractor Josef Sponair, as sent by e-mail on 15 November 2011:

Hi again, Josef:

Here's an updated list of Darlington Arms projects, in priority order.

- * Neon tube replacements in the basement hallway and as necessary throughout the garage.
- * A lens or cover for the neon fixture in the elevator cab, and a screen for the battery-pack light, perhaps available from Sprouse Fire and Safety, or via internet search.
- * Adjust the swing-gate shock absorber, now that the gate's new hinges have raised the gate by four cm.
- * Replace hinges as necessary on garbage-chute doors, as they've worn down so that some doors drag on the hall carpets.
- * Confirm that it's plugged, and clear of the floor drain, SE area of our garage (Normand mentioned this).
- * One additional neon fixture in our boiler room to illuminate the Telus panel.
- * Painting of the mail room walls and all trim.
- * Insulation of hot-water pipes in the boiler room and the basement hallway.

* (If Board approves) Stainless-steel panels to bracket the basement-level elevator door, followed by painting of the lobby door of the elevator itself, which would require elevator shut-down and release/re-attaching of the door by ThiesenKrupp Elevators (Patrick at 403-333-0611), for which they'll charge.

* Repair and waterproofing of the bottom two feet of four or six concrete/rebar structural posts in the garage (south ones support just the deck, north ones support the building). Board approval for this is in place, and we discussed that if you pursue this project over the winter because you have time, we understand that you'd likely need to bring in a construction heater.

* (If Board approves) Spend up to 35 hours to research rebuilding and draining our east-side concrete driveway and parking area, including consulting the City re connecting to the city's storm sewer, with Alberta One Call for in-ground pipe/conduit locations and depths, and with concrete firms re options for rebar or filament-reinforced concrete or possibly a self-draining surface (brick, paving stones, porous materials?). The project's goal would be to guide us in our choices for drainage and surfacing and enable us to obtain quotes, probably followed by you supervising the contract(s), arranging for concrete-quality testing, and ensuring successful completion.
