

Darlington Arms Condo Plan No. 9811439  
Board of Directors' Meeting  
March 20, 2003  
At #304, 317-14<sup>th</sup> Ave SW, Calgary, AB

In attendance: Gerald Rotering #340 Tania Chan #303  
Daorcey Le Bray #102 Jim Young #305  
Leonard Krahn #104 Bonnie Haslen, CDCL/Bayview  
Real Estate Management Inc.

### Minutes

**1. Meeting was called to order at 7:07 p.m.**

**2. Order of Administration**

- Director Patrick Skogman #504 will be officially resigning by the next meeting. New suite owner, Jim Young #305, has volunteered to fill the vacant position.  
*Action: Moved by Leonard to accept Jim's nomination as a new director.  
Seconded by Tania and passed by the Board.*

**3. Management Report**

- Bonnie presented a detailed update on the past month's property activities

**4. Financial Report**

- Bonnie presented the summarized financials
  - Accounts receivable condo fees are quite high (\$5,345.79). This number reflects high fees due from owner Mr. Magnus, who is currently selling his suites. The fees will be covered from the proceeds of sale.
  - Our cash on hand is lower than normal at \$5,645.79 due to a high accounts receivable number and a questionable property tax expense (\$2,021). Bonnie believes the property tax to be an accounting mistake that will be remedied immediately

**5. Old Business**

**• Security**

- Gerald reviewed progress on previously discussed general security actions
  - The total cost for all security measures will cost approximately \$6000
  - This cost includes a \$300 cost for locks to be installed on stairwell lobby doors to increase security in the stairwell (a perfect hiding spot for unwanted visitors)
  - All security measures should be completed by next month
- The front door magnetic locking system will be installed within the next two weeks
  - All owners will be notified when new button-keys will be distributed  
*Action: Moved by Leonard that two front door keys will be distributed for free to all owners. Should owners want more keys, they can purchase them from Bayview for \$10 per extra key. Seconded by Jim and approved by the Board*

- **Suite #103**
  - Further complaints have been lodged with the Board concerning parking and noise violations related to this suite.
    - The Board will continue to monitor this situation and take appropriate action
    - The suite is currently up for sale
- **West-side Exterior Fencing**
  - This minor security measure to secure the west side of the building is currently on hold until future funds allow for it

## 6. New Business

- **Future Security Measures**
  - Gerald suggests placing locks on all levels to secure the rest of the stairwell from unwanted visitors
    - Board discusses and agrees to follow up on this suggestion at the next meeting and when future funds allow
  - Relative to the newly restricted access to the east entrance due to increased security measures, the Board will consider (at future meetings when funds allow) the creation of pathway on the north east corner of the building to make it easier to access the front entrance from the above-ground parking lot
- **Partial elevator re-skin**
  - In order to beautify the elevator interior there is a suggestion to re-skin it with stainless steel. The low ceiling will also be raised to make it easier to move furniture in and out of the building via the elevator.
    - This will cost approximately \$700 + GST
    - The Board agrees to bring this issue up when future fund allow
- **Elevator Rebates**
  - Gerald initiated a discussion concerning developing a rebate system, or something of the like, that would reflect that lack of elevator use by first floor owners/tenants. The Board discussed possibly adjusting fees to reflect increased elevator use by suites on higher levels. This issue will be revisited in the future.
- **Spring Cleaning**
  - Bonnie will distribute notices regarding cleaning balconies of seasonal decorations and unsightly storage.
  - She will also distribute notices asking for individual parking stalls in the underground lot to be cleaned

## 7. Other

- Jim inquired is the Board will revisit the adoption/installation of a unified electrical/central heating monitor
  - Unfortunately, cost is prohibitive in this venture
- Gerald raised the old project of installing low-flow shower head in a number of suites in the building. Approximately 25% of suites responded positively to the project. The Board assures that this will not be abandoned, but will be followed up at a future meeting.

- Gerald suggests we ask a brick-layer be asked to come by and look at minor concerns brickwork on the roof. Bonnie will contact someone to do this

**8. Meeting was adjourned at 8:30 p.m.**