

**Minutes of the Board Meeting
Darlington Arms Condominium Corporation
18 December 2003**

Held at #703, Darlington Arms

**Attendance: Chair: Gerald Rotering, #703
Directors: Daorcey Le Bray, #102; Jim Young, #305; Chris
Murray, #405
Gerry Callan, CDCL/Bayview Real Estate Management**

Quorum established. Meeting called to order at 7:20 p.m.

Financial Report for November 2003

Gerry discussed with the Board various budget/actual variances within the financials for November. He noted that we are on budget and that our cash on hand will get lower in the next month as bills come in and are paid. Our reserve fund is growing, but there is an expected decrease as Joseph Sponair completes his exterior work on the building.

The Board discussed high accounts receivable. Gerry said that notices have been sent to all owners. Gerald noted that #502 and #604 have both been paid up, so the A/R is actually closer to \$2,000 and not \$3,000. Much discussion was had concerning the consistent lateness of condo fees from Tim Magnus. The Board discussed opportunities for action on this matter and concluded with requesting Gerry send a letter to the owner warning that the Board will take action if the condo fees continue to be a problem.

Old Business - Property Update

Joseph Sponair is continuing his work on the exterior of the building and is proceeding well. He is expected to conclude once warm weather allows him to

Storage lease contracts are complete. All lockers are numbered and linked to lease ownership. Locker #2, which is occupied but on which rent has not been paid, must be vacated so that a leasing owner may move in. Gerry will ask the "renter" to vacate the locker.

Based on earlier discussion by the Board, Gerry brought quotes for a recycling program in the building. Although relatively inexpensive, the Board discussed that the building lacks available space for such an initiative and decided to discontinue investigation into it.

Gerry noted that although the outdoor sign (by the underground parking entrance) has been removed as per the Board's request, the pole is still in the ground since it is currently frozen in. It will be removed in the future. The new loading zone sign previously requested by the Board was discussed again and the Board decided to drop the issue and continue using the current signage with current means of enforcement.

Front entry interlocking bricks will be repaired and levelled by Joseph Sponair in the spring as per the Board's previous request.

Based on earlier discussion by the Board, Gerry brought quotes for the replacement of the east doors. After discussion, the Board declined to spend \$2,000+ on new doors at the moment and the project was tabled for a later date.

New Business

Plumbing work was done in the building today. Issue that arose from this were that a few suite shutoff valves were frozen and needed replacing. It was noted that shutoffs are considered common property unless they can be clearly demonstrated as unit property, and therefore, this recent work was a cost to the corporation.

Invoices for the completion of plumbing and wall repair in #601 was received by Gerry. The Board directed him to pay these invoices.

A new Suggestion Box has appeared in our mailroom for the use of all owners to communicate with the Board and management. It will soon be locked.

The corporation now has an ongoing contract with Alberta Overhead Doors for ongoing maintenance of our garage door in underground parking.

Many owners have noted a severe wobble in the cab of the elevator with is quite unnerving. The Board requested Gerry contact elevator maintenance to address this issue.

Gerald recently noticed that the key lock to the seventh floor in the elevator was lose. He has since fixed it.

The front door closed circuit security camera is currently disconnected and/or requires maintenance. Gerry was directed to explore fixing this problem. The Board discussed increased security camera options for the building but concluded by tabling the issue to a later date.

Jim noted that he recently sent a letter to the suite above him concerning late-night loud walking. He as since not heard the noise at night. Chris requested that Gerald include another notice to all owners about the conduction of noise in this building in the next newsletter.

The next meeting will be scheduled for January 15, 2004.

Meeting adjourned at 8:00 p.m.