

**Minutes of the Board Meeting
Darlington Arms Condominium Corporation
15 January 2004**

Held at #703, Darlington Arms

Attendance: Chair: Gerald Rotering, #703
Directors: Daorcey Le Bray, #102; Jim Young, #305; Erick Ross, #301; Mark Schaefer, #605; Leonard Krahn, #104
Gerry Callan, CDCL/Bayview Real Estate Management

Quorum established. Meeting called to order at 7:08 p.m.

Minutes: Moved by Leonard
Seconded by Jim
Carried unanimously that the Minutes for December 18, 2003 be adopted as presented.

Financial Report for December 2003

Gerry discussed with the Board various budget/actual variances within the financials for December. He noted an increase in budgeted revenue due to payment for new locker leases. The corporation is also significantly under budgeted expenses, which also means we currently have a high level of cash on hand (operating surplus). A suggestion was made by Mark to use the surplus through some form of investment, but Gerry recommends leaving the cash on hand until the end of the fiscal year when it can be used as the Board wishes.

Old Business - Property Update

Joseph Sponair is half done the building envelope and has recently completed all the caulking. He still must finish the brickwork.

Aadelard Plumbing and Heating installed a third exhaust fan on the north east corner of the roof and is running smoothly. Unfortunately, the fan is quite strong and needs to be adjusted. Gerald notes that they may have installed a significantly more powerful fan than we required and that we should watch the project invoice to make sure that we are not charged for a larger, more powerful fan than we need or want.

Gasonic Instruments have completed the calibration of the CO sensors in the garage.

Viking Electric has replaced the fuse for the air fan in the garage and has checked the car plug-ins. They also put in a timed on/off switch. They have not yet moved the temperature sensor outside to measure the exterior temperature to turn on the plug-ins during cold weather. The Board directed Gerry to remind them to do so.

Lew King installed the new Suggestion Box in the Mail Delivery room. Gerald put the lock on and is the keeper of the code to open it.

Simplex Grinnel has seemingly repaired the video camera at the front entrance although it seems not to work as the closed circuit channel is still not back on.

Storage lockers: most payment has been received for the lockers except for from Glen Boyd and Erick Ross. We now have a complete record of lockers, parking stalls and

rooftop leases and their associated suites. The Board requested that lease revenue be deposited in the Reserve Fund. The 8th floor storage area was also discussed and the Board directed Gerry to send formal written notice to Dan Wilken #406 to vacate the 8th floor storage locker immediately.

Elevator light covering has not been installed. Lew King must still put the screen over the elevator lighting.

New Business

Break-in/Security: due to the recent parkade break-in, discussion followed on security improvements to the east emergency door from the parkade.

Mark moved

Jim seconded

Carried unanimously

That a tamper proof plate be installed along with an audible hardwired alarm and two (2) signs of notice on the east emergency door from the parkade for a cost of no more than \$500.

Parking security in back was also discussed including a recommendation to fix the back gate. This issue, along with other security issues was tabled until we have a **SPECIAL MEETING ON SECURITY** scheduled for Thursday, January 29, 2004. The next meeting will be scheduled for January 15, 2004.

Statement of Leased Common Property was presented to the Board.

Erick moved

Leonard seconded

Carried unanimously

That the document, prepared by Gerald, be adopted by the Board to be printed and given to all requests for condo documents packages at no charge.

The Dos and Don'ts of Condo Living (House Rules and Policies) was also presented the Board. Gerald requested that all members proofread and edit the document for grammar and content for the next meeting.

The appearance of a bylaw-restricted satellite was discussed by the Board. The discussion included reference to a previous Board ruling to uphold the bylaw, and the Board's current respect for the bylaw via enforcement was noted.

Leonard moved

Jim seconded

Carried unanimously

That the Board enforce the "no satellite" bylaw and request removal of the satellite within 30 days via written notice served to Mr. Tim Magnus #701.

A noise complaint against #202 was brought to the attention of the Board.

Erick moved

Jim seconded

Carried unanimously

That Gerry be directed to serve formal, written notice to the owner of suite #202 requesting compliance with noise bylaw (due to the apparent breach of said bylaw) and that another complaint against suite #202 will yield a fine imposed upon the owner.

Meeting adjourned at 8:40 p.m.