

**Minutes of the Board Meeting  
Darlington Arms Condominium Corporation  
19 May 2005**

**Held at #703, Darlington Arms Condos**

**Attendance**

Gerald Rotering, #703  
Mark Schaefer, #605  
Chris Murray, #405  
Harland Bell, #306  
Jennifer Medlock, #305  
Erik Ross, #301  
*Absent:* Daorcey LeBray, #102

**Call to Order/Quorum Established**

Chair Gerald called the meeting to order at 7:05 p.m. Quorum was established with six of seven directors in attendance.

**Approval of the Minutes of Meeting held 21 April 2005**

Moved by Harland, seconded by Mark, that the minutes of the April meeting be adopted as recorded: carried.

**Financial Report**

Operating cash stands at \$15,947 and the reserve-fund account stands at \$82,498. Operations are on budget, other than the additional spending for security improvements. The only account receivable is one suite that recently changed hands, so the \$1,400 debt is expected from proceeds of sale and will be added to cash on hand. Moved by Erik, seconded by Jen, that the financial report be accepted: carried.

**Introduction of new Manager**

Barry Meckleberg was introduced as our new Property Manager, assigned by Consolidated Real Estate Services Inc. ("CRESI"). Barry summarized his experience with other firms in the past. Directors welcomed him and look forward to his service to run our building well.

**Property report:**

1/ Ceiling and floor repairs in #405 from an old water leak are complete, although not entirely satisfactory. **No further action required.**

2/ Electrical and natural gas locked-in price contracts have been signed on our behalf by CRESI, with details to follow at our June meeting. **Barry to report at June meeting.**

3/ No quote for garden upgrades and prickly plantings on the west side have yet been received from Prestige Landscaping. Chris will follow up so that we might accomplish this project before year's end. **Chris to pursue quote.**

4/ Laundry room lighting upgrade to a neon tube fixture has been ordered. While on electrical topics, Gerald raised two other items pointed out by our plumbers during spring maintenance. After discussion it was Moved by Chris, seconded by Mark that Viking Electric also be hired to move our boilers' outdoor temperature

sensor from the east side of the building to the north side, and ALSO that Viking install a relay that will shut off the boiler pumps when the boilers go into standby mode during warm weather: carried. **Barry to order work.**

5/ Parkade and rear parking area sweeping was done, although there was confusion about the scope of the work. In future years we'll be clear that we want ALL surface driveway and parking areas cleaned each spring. Discussion followed regarding some debris left in indoor parking stalls, and Gerald reported on efforts to have it removed and oil spills attended to.

Moved by Harland, seconded by Chris that a letter be sent by Manager Barry to one owner politely requiring that debris be removed, oil be soaked up, and no oil products be stored in or around the indoor parking stall: carried. **Barry to send letter.**

6/ Stainless steel trim has been ordered to cover the arborite damage in the elevator cab when an owner moved out during April.

Moved by Chris, seconded by Erik, that \$100 be deducted from that suite owner's refund of pre-paid condo fees toward the expense of repairs: carried. **Barry to withhold \$100.**

7/ Gerald reported that Aadelard Plumbing and Heating did spring maintenance this week, turning off one boiler for the summer, flushing the heating water, then refilling and charging the system with anti-corrosive chemical. The heating shutdown was also used to install heat controls in the eighth-floor passageway and in the east bike storage room. Leaking was noted from one boiler's manifold, but is not serious, as it results from expansion and contraction. One heating pump impeller was seized, but after re-assembly works fine. The new floor drainage in the boiler room is working very well, the plumber reports. **No action required.**

8/ Gerald reported that annual fire alarm testing was done throughout the building this week, all extinguishers checked, all hoses taken away for once-every-third-year testing (temporaries in place), and a replacement extinguisher ordered for one missing from the parkade. Everything's working fine, **no action required.**

9/ The suite keys inventory and requests for backup keys is complete. We have keys to 31 of 40 suites in our safe for any future urgent need. **No action required.**

10/ Security of the west-side storage area was raised by Erik, and which new all-steel door and frame Josef is to paint this summer or next fall. Moved by Erik, seconded by Chris that A-1 Uptown Locksmiths (specifically Darnel) install a striker plate on the door frame, adjust so the door locks with no "play": carried. **Barry to order work done.**

11/ Odor from the garbage room was discussed. Moved by Chris, seconded by Erik that Canadian Waste be asked to switch our bin for a clean one, and that we order power washing of the garbage room but NOT the refuse chute: carried. **Barry to order both.**

12/ Lobby mats were noticed to be unnecessary during the summer. Moved by Jen, seconded by Mark that we have three of four rental mats removed, and see if they're even necessary when snowy weather returns: carried. **Barry to order removal.**

13/ Gerald reported on the elevator cab button-key controller. Rather than just repair the broken controller with the delay that entails, he had Simplex-Grinnell install a new one, then send the broken one in for repair. Once it's back, Simplex-Grinnell is to HOLD IT for us, so if either our front-door or elevator control fails in future, we'll have that spare. **Barry to record that S-G holds a controller that we own.**

Gerald also reported on pursuing AllTech Elevators about our new call panel for the cab and call stations for every floor of the building. The first order did not proceed because half payment was required in advance. That has been forwarded, so the equipment is actually ordered. Shipment is expected May 27 with installation by AllTech during June.

### **Old Business**

1/ The west-side fencing extension and power car gate project was brought back for reconsideration by Chair Gerald. He felt that misunderstanding over the actual cost required that the decision be reconsidered.

Moved by Erik, seconded by Chris, that we proceed with the complete surface-parking security project. This involves removal of the old gate and equipment, installation of the fencing, installation of the "man gate" and the power car gate assembly, all at a total cost of \$30,000: carried.

**Barry to forward 50% payment of \$13,750 and a P.O. to Daebonn Metal Works, then follow up with installation of the power supply (Viking Electric) and "man door" with the lock to match our stairwell keys (A-1 Uptown). Also, signage to follow.**

The meeting adjourned at 9:05 p.m. The next meeting of the Board of Directors is scheduled for Thursday, May 19, 2005.