

**Minutes of the Board meeting
Darlington Arms Condominium Corporation
19 April 2012
Held at #703, Darlington Arms Condos**

Attendance: Gerald Rotering of #703, Ross Conner of #602, Erik Ross of #701, Tony Grimes of #406.

Regrets: Russ Kuksin of #404 and David Kelly of #405.

Call to Order:

Gerald called the meeting to order at 7:05 p.m.

Financials and budget:

\$54,000 in operate cash at the end of March; this is with security deposits deducted. We have no accounts receivable, so all suites are paying their contributions on time.

\$228,600 in reserve-fund money at the end of March, after expenses were paid for back-lot sealcoating, swing-gate hinges and Josef's roofing work.

Directors discussed our healthy cash and reserve-fund savings, and confirmed that there's no need to increase condominium contributions for the budget year starting July 1, 2012. The low price of natural gas is currently a large operating-cost saving for our building.

Gerald has been consulting with Lori and with Gateway Management's finance officer in Vancouver about adjustments to our next budget, so that should be available for the Board to adopt at its May meeting.

Insurance:

Lori has contracted on our behalf with BFL Canada Insurance Services to cover our building for replacement at \$10,150,000 for a cost of \$9,501 for the year. The insurance "certificate", or summary, should be mailed to all owners soon. The building value divided by 40 suites shows that average suite replacement value now exceeds \$250,000.

Mechanical services contract:

A-Adelard Plumbing has been bought by Caon Services Ltd., so we're offered a three-year mechanical-services contract with Caon at \$3,665 for the first year. The contract provides for regular inspection and maintenance of all of the building's mechanical systems at that price, and then further needed work at an hourly rate. The Board agreed to ask Lori to sign the contract with Caon Services on our behalf.

Fire Department access:

Erik reported that Fire Safety Codes Officer Amber Laydon was in touch regarding our apparently out-of-date fire keybox on the front of the building. We're asked to upgrade to a keybox that opens upon an infra-red signal. Gerald will arrange for that to be done.

Gateway Property Management satisfaction survey:

The Board discussed its response to this annual survey and asked Gerald to fill it in and to mention concerns: *Gateway's move to the far NE has made impossible access for simple things like the elevator lock-out key, which we now do in-house...and those moving might not bother at all; *Staff are over-worked, making it hard for them to serve our needs; *Budgeting terms don't compare to accounting-software wording.

Pigeons and other birds:

We have pigeons roosting on a balcony on the front of the building, so Gerald will alert residents via the newsletter to shoo away any that might be nesting. One resident on the east side has been asked to stop putting out bird seed, as feeding birds and/or animals can attract troublesome wildlife and is prohibited in our Bylaws.

Spring parking-area sweeping:

The surface lot around back didn't collect much gravel this winter, so Gerald offered to sweep that up himself at the building's hourly pay rate. The garage needs a good sweeping, but Directors find the work too dirty to volunteer for, and we don't want to spend the money that a contractor would cost. Gerald offered to hire a few casual-labour fellows to do the job soon and will do a newsletter announcement and posters regarding the date.

In-suite smoke detector responsibility:

The Board discussed whether in-suite smoke alarms are common or individual property, and confirmed that they are certainly the latter. All suite owners should be testing their suite's detector at least annually, using both the test button and a bit of smoke from a snuffed match or candle. Our building's common-property smoke and heat detectors and the entire alarm system from them with its two-line phone connection with the fire department are new and maintained by our corporation.

Reserve-fund study due this fall:

Calgary Condominium Consulting has been asked to attend at our building in the last week of June, when Gerald will be able to show around consultant Emery Leraand and answer any questions. His report and spreadsheet of recommended reserve-fund savings and future spending should be done in September.

Decorative items:

*Erik has a design for a new front-door awning cover and will contract with Sprung's Western Tent and Awning for its creation and installation, as previously approved.

*Erik is to complete framing of some black-and-white photos of local historic buildings and then give them to contractor Josef for hanging in the lobby.

*Josef Sponiar has scheduled to begin this year's projects at our building on about April 27, and has toured the building with Gerald to assemble a list of minor repairs and painting.

Meeting adjourned and next meeting scheduled:

The meeting adjourned at 8:45 p.m. The next meeting of the Board is scheduled for Thursday, 17 May 2012 at suite 703.
