

Minutes of the Board Meeting

Darlington Arms Condominium Corporation

July 31, 2018

Attendance: David, Martin, Erik, Nicki, Guest: Shawna Ward (Keystone Grey PM)

Gateway Representative: N/A

Called to Order: 7:08 pm

Approval of Previous Minutes. A motion to approve the meeting minutes on June 19, 2018. 1: Martin ; 2: Erik. Motion carried.

Last Agenda

- Brick work (Jon)
- emergency access keys
- service provider contract updates
- Bike cleanup
- PM change
- Fire Safety reminder

Current Agenda

- New PM:
 - Welcomed, did a tour through the building.
 - Discussed next immediate steps (Condo fees transfer, overall finances, after hours phone-line guidelines, policies, setting up of our site, etc.).
 - Preparing of AGM, budget, Reserve Fund Study, etc.
- Cleaning fees:
 - Several cars/items not cleared from the parking stalls.
 - Cleaning still progressed with 3 stalls skipped and some items cleared around.
 - Fines were forgiven this time, warning letters to be sent to owners and will be tracked to act against repeating offenders.
 - We'll do aim to do cleaning twice a year.

Motions: New Business

- Move to forgive the cleaning fines this time, send warning letters and track the offenders for time. Motion carried.

Keystone Actions

- Onboard our building, filter through documentation provided by Gateway, ensure condo fees are set up properly, look for setting up a 2018/2019 budget, owner contact list, etc.

Next Board Meeting

To be held: September

Adjournment

Move to adjourn at: 1. Martin, 2. Nicki. Motion carried.