

CHAPARRAL POINTE ADULT CONDOMINIUMS

MINUTES OF BOARD MEETING

OCTOBER 31, 2013 9:00 A.M. HELD AT UNIT 31

In attendance: Jim Lyall, Connie Touw, Norma Schultz, Bill Gibson, Shirley McCulloch, Sharon Johnson, and Carol Lloyd of FirstResidential Services

Carol reported that the front step for one of the units will have to be removed and a new preformed step will have to be installed. Repair to fix the uneven, rocking problem is not possible for the current hollow step. Wood steps will be placed in the interim.

The painter will be given instructions that the color for a replacement garage door on a unit should be matched to the adjoining garage door. There is no paint in storage, and the sun fading over the years has changed the color from any original specifications.

Gutter Doctor will be cleaning the eavestroughs in the complex on October 31.

Pet regulations and notifications of this to perspective or new owners were discussed. A new owner of a unit is reported to have more pets than the guidelines allow. Carol will write and advise that the limit is one pet. The Board had hoped to advise purchasers of the one pet policy of the complex prior to their moving in with more animals than is allowed. As there is very seldom communication between the Board and a perspective buyer, it was suggested that a Board member could contact the realtor, and ask to leave a copy of the pet rules and applications, as well as the guidelines and house rules of the complex, in the unit for possible buyers to see, or give to the realtor to make buyers aware of these policies. When the estopple is issued by FirstServices, the pet application is included at that time. Carol will make sure that the guidelines and pet rules will accompany this.

Owners should be again reminded that insurance coverage for sewer backup or special assessment is recommended on their personal insurance. Policies should be checked, and if need be, added to that policy. When upgrades are done to a unit, an improvement or betterment form should be submitted (forms may be obtained from FirstResidential). Both of these items will be mentioned at the AGM.

The Curbside snow clearing and use of ice melt was discussed. It was pointed out that they had returned a second day to do more work on snow and ice clearing, when there had been no more snowfall. When they were asked about this, the Curbside staff said the Corporation would not be charged for it. The Board members felt this trip however, was not necessary; the job should have been completed in the first day service. There could be charges for a second trip in the future. The Board also remains concerned that there is an overuse of icemelt – the prior winters' maintenance companies did not use icemelt to this extent, and the safety of the residents was not compromised. The cost of this extra icemelt used has been extremely high. Carol will draft a letter to Curbside suggesting that they use minimal (only as required for safety) amounts of icemelt, and that the snow clearing service should be able to be done in one visit. We would request another visit if more needs to be done (other than new snowfalls.)

The yearly audit was not ready for this meeting; Carol will deliver them for hand delivery when they are ready. It is hoped this will be before the AGM. Carol did bring the AGM notices for hand delivery to the owners.

The treasurer reported that the balances in the funds were as follows: Petty Cash \$ 49.29, Social Fund \$ 52.44, and Flower Fund \$ 610.08.

This is the final meeting of the current Board before the AGM, so no future meeting was planned.

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Jim Lyall, Board Chairman

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Sharon Johnson, Board Secretary