

CHAPARRAL POINTE ADULT CONDOMINIUMS
MINUTES OF BOARD MEETING
TUESDAY, NOVEMBER 1, 2016 4:30 P.M. AT UNIT #31

In attendance: Shirley McCulloch, Eileen Bailey, Peter Haggarty, Norma Schultz, Heather Chamberlain, and Bart Nicholls of FirstService Residential

A unit owner made a presentation to the Board, appealing a charge-back to his unit for repair costs for screen patio door sticking problems. He felt that the screen door is part of the whole patio door assembly, so the cost should be paid for by the Corporation. Board members pointed out that the by-laws state that the screen door maintenance is a responsibility of the unit owner. As the work was done by the Corporation contractor, and was not handled expertly or in any type of timely manner by that contractor, the Board decided to make a one-time only exception and absorb the cost of the repair. Bart will send a letter - this letter will be forwarded to the Board members for approval before this letter is sent.

Bart received the Reserve Fund Study update the day of the meeting. He will send it out to the Board members by email the next day, so they can examine it. He stated that the AGM notice had gone out to the owners.

A Board member has moved the deck stain and supplies into a basement for the winter. It was noted that many outside window sills need to be painted or maintained in the spring.

The Treasurer questioned an item in the unfunded balance in the September, 2015 financial statement. Bart will check this with his staff. The Treasurer reported that the balance in the Petty Cash was \$294.00, and there was \$805.01 in the Flower Fund.

There will not be another Board meeting of the current Board. The new Board members (to be decided at the AGM) will set a date for the next meeting.

A request was submitted, within the time frame and by procedure designated in the by-laws, that the question of laundry racks being allowed on the decks be brought to the floor in new business at the AGM. The Board will state at the AGM that laundry hanging outside a unit is not allowed per the by-laws. All Board members feel this would greatly diminish the good appearance of the complex, and have previously denied a request that stationary laundry trees be allowed. The Board stated that laundry can be placed and hung on drying racks within the unit. The cost of changing this item in the by-laws would be approximately \$3,000.00.

Peter Haggarty, Board Chairman Sharon Johnson, Board Secretary