

CHAPARRAL POINTE CONDOMINIUMS BOARD MEETING  
MINUTES  
NOVEMBER 28, 2018 9:30AM AT UNIT 31

In attendance: Madonna Hamm, Eileen Bailey, Sharon Johnson, Heather Chamberlain, Lorna Herdman, Jason Dutton  
Absent: Gloria Gregorchuk, Angela Murphy of FirstService

The Board members decided the allocation of positions would be as follows:

Chairman and Secretary - Sharon Johnson

Vice Chairman - Eileen Bailey

Treasurer - Heather Chamberlain

Members-at-large - Jason Dutton, Madonna Hamm, Lorna Herdman and Gloria Gregorchuk.

Rush Roofing added the drip edges to the fronts of units during the fall. There have been complaints of leaking over front doors since they finished the job. They are in the process of repairing this. A unit owner met with him about the leak at his unit; the Board has not heard back on the results of this. Rush is still scheduled to do the eavestroughs cleaning.

Bids for insulation in the units are still under review. After discussion, it was felt that the roofs of the garages should also be insulated for avoidance of more ice damming problems. From information determined by bids already received, this would cost an approximate \$30,000.00. It was moved and seconded the expenditure of \$30,000.00 more than the \$85,000.00 currently set up in the Reserve Fund Study - to a total of \$115,000.00 - to cover the full cost of unit insulation including garages. This motion was passed.

Four GICs will be maturing on December 18, 2018. A motion was made and seconded, and it was passed that one of the investments, NBAS GIC 2.7CA, maturing at a market value of \$36,195.99, be renewed for a 1 year term, and the remaining 3 investments, HOME GIC 2.05CA - maturing market value of \$31,025.96, HOME GIC 1.65CA - maturing market value \$70,978.45, and EQUI GIC 1.55CA - maturing market value \$73,153.52 be renewed for 2 year terms.

The Board made the following decisions on queries from owners:

A unit had snow come into the garage at the edges of the overhead garage door. This is a lower seal shrinking issue, and this seal is the responsibility of the owner. The owner is to be reminded that snow-melt salt is in the garbage buildings.

A unit owner resubmitted a billing for a repair on the replacement of the metal cord that opens the overhead garage door. The cord was rusted so failed. This is an interior maintenance item, so is owner responsibility.

A unit owner has chosen to replace the overhead garage door and build a larger size deck. She asked when there would be a partial replacement of cost to the owner.

The Board discussed and came to the conclusion any reimbursements would not be until end-of-life replacement of the other overhead garage doors or decks. At that time, if their replacement has been done within 5 years of complex wide replacement, the owner may, in lieu of a new garage door or deck, submit a dated invoice (covering the replacement) for reimbursement. The reimbursement will be limited to the cost of the garage doors, or the original size (8feet x 12feet) of decks, being replaced in other units. It was moved, seconded, and passed that this be the policy regarding reimbursements.

Donovan Aspin, of Duckback Quality Roofing & Exteriors Ltd. attended a portion of the meeting to discuss needs and problems of insulation and venting in the units. He gave very good information and answered many questions from Board members. The Board decided that the first phase of insulating and venting upgrades should be done in the 10 interior units of the four-plexes, as they were the ones that experienced the most damage in the past winter's ice damming. Donovan will prepare a bid for those problem units first. The Board will forward him the results of moisture and cold air testing done during the winter.

Another Board meeting date was not set at this time