

CHAPARRAL CONDOMINIUM BOARD MEETING MINUTES
FRIDAY, OCTOBER 23, 2020. 1:30 P.M.
HELD AT UNIT #31

Since the last meeting/report (in no particular order)

The Board voted to appoint Cass and Fraser Chartered Accountants for the audit of the Condo Corporation financial year end to August 31, 2020.

Joe Robbs, of Unit 39, volunteered to serve on the Board, and would be available to start immediately. The Board, following the Bylaws, appointed him to the Board effective September 30, 2020.

Unit 27 owners were replacing flooring, and found uncorrected water damaged floor boarding from outside window damage which was repaired by the Condo Corporation several years prior. The Board voted to accept the 121 Contracting Inc. quote for this repair.

Rocky Mountain Landscaping replaced all the sprinkler heads in the central grassed area of the complex with low flow heads. Standing water in the area necessitated this change. This was at no cost to the Condo Corporation, as it was negotiated as part of the contract.

The annual budget was formulated, discussed and passed by email voting. It was sent to the owners prior to July 31, 2020.

A small "sinkhole" was noticed beside Unit 75. It had to be dug out to explore the reason. A break in the irrigation piping was discovered and repaired. The owners of Unit 75 were advised to check the basement for possible water damage from the break. The owner confirmed that no damage or moisture was found.

In attendance at the Board meeting: Alan Tanaka, Cheryl Hougesen, Sharon Johnson, Joe Robbs and Katelyn Jacobson (electronically)

Katelyn gave updates to various complex issues.

Reattaching the one decorative stone at Unit 134 - estimate given by Rain or Shine was \$150.00. This cost was so high since a minimum amount of materials was required; a number of stones could be replaced for the same cost. Joe will investigate alternate methods.

Parging that has come off the foundation of Unit 51 - quote was \$450.00. As the parging will not adhere properly at the current temperatures, this will be re-visited in the spring.

Broken window Unit 19. The landscaper has agreed to split the cost 50/50 with the Board for the outside pane to be replaced. Chinook Glass has been asked to quote on this.

Rotten top railing boards on South Fence - only one quote has been received. Another quote should be arriving soon.

Katelyn will follow up on above quotes.

Complaints about elm trees at Units 22 and 95 dripping sap, and the tree at Unit 99 creating problems have been received. Quotes from 4 different contractors were sent to the Board in the morning of the meeting. The Board members will need time to study and make a decision on this.

The initial draft of the audited financial statements ending August 31, 2020 were also received the morning of this meeting. The Treasurer will review them for any issues before they will be approved. The Notice of AGM will be sent out soon. It is hoped that the Financials will be finalized to be sent along with it. Otherwise it will be sent separately very soon after.

The Insurance policy renewal was discussed. It had been delivered to the Board members a few days prior to the meeting. Sadly, it has increased more than anticipated. Ice damming claims and industry cross-the-board increases contributed to this. The rate for the prior year was \$35,485.00. The cost for the 2020 - 2021 year is \$43,062.00.

At the time of the meeting, the Board felt it needed another few days to review it.

The AGM to be held on November 20 was discussed, and the speeches required were covered.

Items for a newsletter were covered. The newsletter will go out in the next week.

Sharon Johnson, Chairman

Alan Tanaka, Vice Chairman

Items decided after the meeting after the Board had time to consider them:

The Board felt that we did not have any alternative to accepting the insurance policy. The Board voted by email and accepted the renewal.

The Treasurer reviewed the year end audited financial records, and accepted them. The Board voted by email to approve. They will be sent out with the AGM notice.

The Board reviewed the quotes received for pruning or removal of the elms in front of #22 and #95, and as the sap dripping has been an ongoing problem over a long period of time, and the trees have grown so large to overflow the space, the Board voted by email to remove the two trees. The willow in front of Unit #99 will be pruned/cut back significantly. The bid from Rocky Mountain Landscaping was the lowest and was accepted.