

YORK CONDOMINIUM CORPORATION 323

Minutes of the Board of Directors Meeting

Thursday, January 28, 2016

Present: David Brown
Gord Hamilton
Gary Legault
Katy Paul-Chowdhury
Fern Stimpson

By invitation: Robert Corak Property Manager, Brookfield
Recorder Holly Price

OPENING OF THE MEETING

There being a quorum present, Katy Paul-Chowdhury called the meeting to order at 7 p.m.

1. Review and Acceptance of Agenda: The Board reviewed and approved the agenda.

2. Approval of Minutes

2.1 The Board reviewed and approved the Minutes from December 17, 2015

MOVED BY Gord Hamilton

SECONDED BY Fern Stimpson

ABSTAINED Katy Paul-Chowdhury (Not present at the December Meeting)

All were in favour and the motion was CARRIED.

2.2 Website Minutes: An abridged form of the minutes is posted on the website. The full minutes are available in the office upon request.

3. Approval of Financial Statements

3.1 The Board reviewed and approved the Financial Statement for the month of December 31, 2015.

MOVED BY Gary Legault

SECONDED BY Katy Paul-Chowdhury

All were in favour and the motion was CARRIED.

4. Matters Arising from Past Minutes

4.1 Consolidated Rules and Committee Structure Revision Update: In progress.

4.2 Lobby Renovations and Wine and Cheese Gathering: Outstanding furniture items will be delivered in February followed by a wine and cheese on February 29th. The mailboxes are delayed until April.

4.3 Ratify Lobby Furniture Purchase: The Board reviewed and approved the purchase of lobby furniture at a cost of \$3,797 + HST for a total of \$4, 290.61.

MOVED BY Fern Stimpson

SECONDED BY Gary Legault

All were in favour and the motion was CARRIED

5. Contracts and Proposals

5.1 Balcony Ponding Remediation: In Progress.

5.2 Emergency Elevator Phone: The Board agreed to replace a dysfunctional emergency phone by ThyssenKrupp Elevator Limited at a cost of \$1217.45 plus HST.

MOVED BY Fern Stimpson

SECONDED BY Gary Legault

All were in favour and the motion was CARRIED

6. Items Completed

6.1 Ordered filters for fan coil units

6.2 Stone around elevator pressure washed and finish applied

6.2 Performed repair to hydraulic pipe in sump pump pit

6.4 Flow switch replaced for boiler

6.5 Notice Board Replacement – Elevator #3

6.6 Enterphone main screen now displays Management/Superintendent contact numbers

7. Committee Liaison Reports and Appointment of Director Liaisons

7.1 HPGR Board: Will be meeting March 4 at 10 am.

7.2 Communication Committee: The Board reviewed and supported the committee proposals for revising monthly and annual publications, guidelines for bulletin boards and digital notices.

7.3 Health and Safety Committee: Notification to residents concerning safety concerns will be made through the electronic notice boards.

7.4 Neighbours Committee: Monthly movie nights and afternoon teas are planned.

7.5 Landscaping Committee: No current action is required.

8. Meet the Board: All issues were addressed.

9. Correspondence: All letters and emails were addressed and responses made accordingly.

10. Review of Action Item List: The action list was reviewed and updated.

11. Other Matters:

11.1 Parcel Boxes and Deliveries: The Board approved, with the willingness of the property manager, the continuance of receiving parcels when the manager is present in the office.

Residents requesting this assistance must initially sign a waiver and a receipt when picking up package(s) in the office. Superintendants will not receive or deliver packages.

MOVED BY Fern Stimpson

SECONDED BY David Brown

All were in favour and the motion was CARRIED

- 11.2 Lobby Contractor Assessments: It was recommended that the requirement to have a project manager for major projects should be revisited. Specific people and companies involved were evaluated.
- 11.3 Renovations Next Stage: The next phase of renovations will include the exercise room and saunas. These areas will be assessed and recommendations made by professional designers specializing in exercise and sauna design. The Games and Meeting rooms will be considered at a later date. Consultation with residents will be organized by the designated planning committees.
- 11.4 Security Cameras: The Property Manager suggested the Board consider security cameras in the elevators and lobby seating areas. The Board directed him to investigate pricing and facilitation.
- 11.5 Digital Monitors: A more attractive monitor casing is being sought to replace the black frames of the present monitors.
- 11.6 Elevator Padding: The property manager will receive quotes to replace the aging elevator padding.

12. Adjournment

The meeting was adjourned at 9:20 p.m.

Next Meeting: The next regular Board meeting will be held **Thursday, February 25, 2016 at 6:00 p.m. in the Games Room.**