

Present: Claire Hardie, John Hardie, Marsha Melnik (chair/recorder), Pauline Walsh, Sean Cumming (Board Liaison)

1. a) Minutes of May accepted. b) Agenda accepted with additions.

2. Communications from the Board:

-Sean reported that Isan is looking into signs for making the driveway one way and for deliveries at the rear. Final approval by the Board should come through by the end of August.

-There will be a wall-mounted defibrillator installed in the lobby. For the summer, it will be kept by the lifeguards at the pool. (Marsha suggested a sign be posted at the box when this is the case. Training will be provided for Isan, the superintendents and a couple of Board members. An open session for all residents could be organized by our committee. It was suggested that we could ask any doctors in the condo if they could attend and comment.

Sean has spoken to Isan about the fire hazard of keeping the lobby door near the mailboxes open permanently. Isan will keep an eye on keeping it closed. It was suggested that a sign be put up to this

**Sean**

effect. As for the situation where residents have removed the automatic closing mechanism on the door to their unit, Sean will bring this to the Board who should be notifying residents of this safety hazard.

It was suggested that this take place after an information article in the Newsletter is distributed.

- Sean reported that the Board is looking into removing the lockers by the office. The inside space could be added to the office space, and on the outside we could have a bulletin board for committee postings and information flyers.

**Claire**

3. Claire will discuss the following Newsletter submissions with the editors:

- a) update on Committee's activities
- b) article on dangers of removing automatic closing on unit doors
- c) guidelines for cleaning dryer lint traps.

**John**

4. Wall Vent for Clothes Dryer:

John [deletion] produced a double sided explanation/instruction info sheet; title- "Help Preserve Your Clothes Dryer and Reduce Fire Hazards".

Suggested action to take: 1. Inform the residents of the issue – a summary notice in the elevator explaining the problem and saying full instructions are posted on the three bulletin boards and copies are available in the meeting room.

**Sean**

2. Sometime later we will try to set up a "volunteer brigade" of residents to clean the vents of those residents who need help. Some sort of sign up in the office could take place for both groups. Sean will take this to the Board.

**Claire**

5. Survey re "Helping Our Neighbours":

Claire presented a draft version for discussion. This will probably be given out to each unit sometime in September.

**Marsha**

6. Survey for Intercom: Sean reported that the new system is on hold so we can go ahead with the survey, which Marsha will draft.

7. Website for 50 Quebec:

John produced a preliminary home page for the website – FANTASTIC work!!! The committee would like to thank John for the hours/days that he spent on this.

Back to the nitty-gritty:

Costs:	Domain	\$20
	Weblist	^ \$300 (for 5 years)
	Security Certificate	^ \$200 (for 4 years)
	Privacy	\$50

→ works out to about \$124 a year [John says approximate figure is fine]

Sean

John will wait for the go-ahead from the Board before doing more work on the website. If individual Board members would like to see the site they can contact John or he can bring his laptop to a Board meeting.

8. Fire Safety Flyers and Emergency Numbers Cards:

Committee members collated and clipped the handout for distribution to each unit.

(Note: Distribution done on July 18)

**Next meeting:                      Thursday, August 11                      at 1:00 PM                      in the Meeting Room**