

Gateway South Centre
CCN 0614475
Board of Directors Meeting

10 January 2016

Board Members:

Name	Present
Ryan Locking	Y
Andy Gregory	Y
Tyler Stapleton	Y
Patricia Cyr	N
Doug Kalin	N
Dennis Locking	Y
Mona Soyland	Y
Steve Lawrence	Y

Property Management:

A. Beka C-Era Property Management & Realty

Guest(s):

K. Johnson Secretary

AGENDA

1.0 Call to Order:

- Ryan Locking called the meeting to order at 6:36 PM. This was motioned by Steve Lawrence and seconded by Mona Soyland.

All in favor, motion carried.

2.0 Adoption of Minutes from December 13th 2016:

- Andy Gregory made a motion to accept the Minutes from the December 13th Board Meeting; this was seconded by Steve Lawrence.

All in favor, motion carried.

3.0 Standing agenda items:

3.1 Security review & updates:

Dennis Locking made a motion to proceed with Paladin Security quote as presented, plus the addition of fobbing the lounge door, to be paid from Reserve to a maximum of \$65K. This was seconded by Tyler Stappleton.

All in favor, motion carried.

3.2 Quote for gym upgrades:

Tyler to proceed with quote as presented to the Board.

3.3 Outstanding action items:

- Angie to escalate lack of response with Caon as needed.
- Dennis to find Caon quote to paint mechanical rooms and send to Angie.
- Angie to follow up with Crackhunters regarding parkade stall cracks.
- C-Era to confirm if janitorial contract increased this year or if it was Budgeted incorrectly last year.
- Did the legal fees for 2016 come out of the Special Assessment money or Operating Fund? Should have been Special Assessment... C-Era to investigate and advise.
- C-Era to check to see if the Board can have custom GL accounts made.
- C-Era to check what "Mechanical Repairs" is comprised of. **Why \$121K YTD?**
- Angie to follow up with Tyler Sackley, unit on top floor that is continuously leaking.
- Angie to follow up with Alpine Air Fresheners.
- Dennis to send email to C-Era regarding contract amendment and site manager.

4.0 New business:

4.1 Door quotes:

Tabled and will be revisited at a later date, if required.

4.2 Red Dot to provide quote:

To check all hallways for carpet kicked in place.

4.3 Site office relocation:

Site office to be relocated to office space at the South entrance. Ryan will take on this project; anticipate it to be completed before Heather's return.

4.4 Snow removal complaints:

Contract has 24 hours from the end of the snowfall. Board/Resident Manager to keep an eye on it.

4.5 Bike storage:

Tabled for further discussion. Can the current cage accommodate more bike hooks?

4.6 Financial Audit:

Upcoming Audit to be performed by Shahid Naqi's office.

6.0 Action items:

- *Andy to proceed with Paladin Security quote as presented, plus the addition of fobbing the lounge door, to be paid from Reserve to a maximum of \$65K.*
- *Tyler to proceed with quote for gym equipment as presented to the Board.*
- *Angie to escalate lack of response with Caon as needed.*
- *Dennis to find Caon quote to paint mechanical rooms and send to Angie.*
- *Angie to follow up with Crackhunters regarding parkade stall cracks.*
- *C-Era to confirm if janitorial contract increased this year or if it was Budgeted incorrectly last year.*
- *Did the legal fees for 2016 come out of the Special Assessment money or Operating Fund? Should have been Special Assessment... C-Era to investigate and advise.*
- *C-Era to check to see if the Board can have custom GL accounts made.*
- *C-Era to check what "Mechanical Repairs" is comprised of. **Why \$121K YTD?***
- *Angie to follow up with Tyler Sackley, unit on top floor that is continuously leaking.*
- *Angie to follow up with Alpine Air Fresheners.*
- *Dennis to send email to C-Era regarding contract amendment and site manager.*
- *C-Era to contact Red Dot to provide quote to check all hallways for carpet kicked in place.*

7.0 Meeting Adjournment:

- A motion was made by Ryan Locking to adjourn the meeting; this was seconded by Tyler Stapleton.

All in favor, motion carried.

The meeting was adjourned at 7:59 PM.

Next meeting: February 14th 2017 @ 6:30 PM