

CENTRE POINTE

BOARD OF DIRECTOR'S MEETING MINUTES H.C.C.C. #181 TUESDAY, APRIL 24, 2007

Attendees:

Byron Dubblesteyne, President
Dianna Cann, Vice-President and Ways & Means Committee
Larry Collins, Treasurer
Pearl MacAulay, Secretary
Patrick Sullivan, Member at Large
Dan Galletti, Merit Property and Project Management Ltd.

Topics Discussed:

- Gym Treadmill that was broken has been replaced with a newer unit
- Crack in the underground parking lot is growing and needs to be looked at
 - Action: Merit investigating the avenues of repair.
- Discussion on curbing that has been broken and needs repair.
 - Part of the snow removal contract is that Edmunds is to repair.
- Roof is completed on garbage bins, and as weather permits they will need to be painted.
 - The Board authorized that painting of the bin structures be completed.
- Gutters on 3600 in the last big rain storm are not working properly and overflowing on the Robie street side of the building.
 - Gutters need to be cleaned
- Universal machine in the gym has had a broken cable for awhile that needs repair.
 - Action: Merit to ensure that it is repaired
- Checklists for on duty staff have been updated and implemented by Merit that covers:
 - Scheduling and frequency of checks to be preformed
 - Cleaning, vacuuming, dusting schedule and frequency
 - Other duties as required of the position
- Corporation Insurance company is requesting that an updated assessment / appraisal of HCCC 181 properties to be completed.
 - Merit to investigate that proper appraisal is on hand, or options / quotes to get current appraisal completed.
- Emergency lighting in hallways for 3600 John Parr is a concern as when we have extended outages (which are more frequent) that the emergency lighting only last for 10-15 minutes.
 - Board discussed and authorized the purchase of LED lights that will provide three or four hours of additional light in emergencies and will be placed in key locations on all floors by the on duty super.



Current Projects:

- Patrick Sullivan is working on updating communications and access to information through the 3 following projects:
 1. Posting Board of Directors meeting minutes on 3600 Bulletin board
 - Completed and will be posted on monthly bases.
 2. Creating a comprehensive “Community Guide” document that will replace the current welcome package and will be provided to new owners as part of their welcome package.
 - Status: Initial Draft completed and is under Board review.
 3. A HCCC 181 Website. A Website where community announcements, governing documents, meeting minutes, and other information can be easily accessed and referenced any time.
 - Status: Initial concept completed, working on site template and investigating web hosting options.

- The Board is working on the project for the updating of the hallways and lobby as part of the planned projects for this year.
 - Board has been working with local providers to review carpet and paint options to the Board for review.
 - Merit is gathering quotes for painting of hallways to present to the Board
 - Merit is gathering quotes for laying of carpet to present to the Board
 - Rough timelines for the start of this project is August / September timeframe.