



Halifax County Condominium Corporation No.181

www.hccc181.com

BOARD OF DIRECTOR'S MEETING MINUTES

December 9, 2008

Attendees: Pat Babin, President,
Natasha Lymburner, Treasurer
Julia Grady, Secretary
Jamie Hubbs, Director

Regrets: Patrick Sullivan, Vice-President

Meeting Minutes

I. Call to Order

Pat Babin, President, called to order the special meeting of the Board of Directors at 6:15pm on Tuesday, December 9, 2008 at 3600 John Parr Drive, Halifax, Nova Scotia.

II. New Business

i. Letter to Dan Galletti

The board has prepared a letter to Dan Galletti, Merit Property and Project Management regarding operating procedures, including cheque signing, estopple certificates, and the delivery of financial statements.

ii. Recognizing past board members

Jamie will look into getting something to commemorate the work done by past board members.

iii. Meeting with Dan Galletti

Discussion of progress on roof. The roofing company is exploring ways to complete the Robie Street side of the townhouses.

Board provided Dan with a letter outlining the amendments to the Standard Operating Procedures.

Dan confirms that the monthly financial packages will be emailed to the board on or before the 21st of each month.

Merit has a cheque run twice a month, and will work with the board to determine logistics around having the board co-sign the cheques. Dan will inform the board of the dates for the cheque signing. When cheques are signed they will be attached to the invoices.

Board members who would like signing authority will have to arrange to go to the bank to gain signing authority on the account. This will also give the board an opportunity to meet with the new account manager.

In the past, estopple certificates have been prepared by Merit and given to Paul Cormier, who would find the board members to sign the estopple. This will continue

Quote for \$2 600 has been received for replacing the two three-inch pipes (pressure system) that are leaking in the attic for the dry chemical fire suppression system. This has been the root cause of the frequency of the fire alarms during November and December. This is an emergency repair and will be completed as soon as possible. Additional repairs will need to be made to drywall, paint, etc, once the repairs have been made. Also, an attic access door will need to be installed on the fifth floor. The funds for these repairs will be drawn from the Reserve Fund.

A new system has been installed on the compressor which will make the compressor shut off when it is overheating, preventing damage to the compressor. This system will alert Paul to any problems with the compressor/pressure system.

Eight units and seven owners have not paid the temporary condo fee increase. Four of these owners have gone to legal; the others have given verbal confirmation that they will pay immediately.

Arrangements will be made to inspect the carpeting and further discussion will follow regarding the possibility of making minor cosmetic changes.

Merit will have a meeting with the painting contractor to inspect the need for paint touch-ups, some of which may be covered as part of the warrantee that covers deficiencies to the paint.

The patio door of one unit in 3600 is leaking, this is currently being inspected. The door will likely be patched until the spring, as good weather is required to rebuild the balcony support and reset the patio door.

Three quotes are expected in January for the townhouse front doors. Quotes will be received from Allweather, Metro Windows and Doors, and Rustco. A selection of hardware will be made as well.

III. Adjournment

Motion to adjourn by Natasha. Seconded by Jamie.

Signature of Board Member

Date

Signature of Board Member

Date