



Halifax County Condominium Corporation No.181

[www.hccc181.com](http://www.hccc181.com)

## BOARD OF DIRECTOR'S MEETING MINUTES

January 7, 2009

**Attendees:** Patrick Sullivan, President  
Pat Babin, Vice-President  
Jamie Hubbs, Member at Large  
Julia Grady, Secretary  
Natasha Lymburner, Treasurer  
Tony Hall, Podium Properties  
Sharon Gutnick, Podium Properties

### I. Call meeting to order

Meeting called to order by Patrick Sullivan, President, at 6:40 at 3600 John Parr Drive, Halifax, NS.

### II. Approval of the Minutes

Motion to approve October 26, 2009 minutes by Natasha. Seconded by Jamie.

Motion to approve November 25, 2009 minutes by Natasha. Seconded by Jamie.

### III. New Business

#### i. Board Nights

Dates for upcoming Board Nights have been set. We will alternate between Wednesday and Thursday evenings from 6:30-7:30. Board members will be available to answer questions and concern from owners during this time. Dates are as follow: January 14, February 17, March 18, and April 14. The Annual General Meeting will be scheduled in May, when the audited financial statements are available.

#### ii. Monthly Meetings with Podium

Dates for monthly meetings with Podium Properties have been set and will be the last Thursday of every month. Dates are as follows: January 28, February 25, March 25, April 29 (remainder to be determined after May AGM).

#### iii. Correspondence from Owners

Discussion and response to various communications from owners. Podium Properties will respond as appropriate as directed by the Board of Directors.

#### iv. Financial and Management Update from Podium Properties

- Upon completing an investigation, Weiser has decided to replace and reinstall all of the cylinders of the townhouse door handles.
- Tony Hall will be meeting with Ken Myers from Economical/Stanhope-Simpson Insurance to review insurance policies and increase the limits on the properties as per the 2010 budget.
- Edmonds snow removal to-date has been adequate, but we are developing a plan to ease the removal of snow from individual parking spots. Communication regarding this plan will be

provided to owners when it is finalized. Because of the high cost of Edmonds for snow removal, we will be looking at other options for the 2010-2011 season.

- Exterior doors for 3600 are being replaced. The two side doors and the back door are scheduled to be replaced during the week of January 4, and the main door has been ordered and will be replaced upon availability.
- A new intercom system is on order, and will be installed upon arrival.
- Upgrades have been made to the Fire Alarm system and Fire Alarm panel.
- Podium will be meeting with the chimney repair services on January 7, 2010 to discuss minor repair and maintenance issues with chimneys and fireboxes.
- On-going development of parking spots in front of the townhouses. Work will continue when weather permits.

**v. Reserve Fund Study**

Motion to commission a new reserve fund study starting 2010 by Patrick Sullivan. Seconded by Natasha. Motion carried.

**vi. Home Renovation Tax Credit**

Julia and Patrick have reviewed the invoices from 2009 and determined expenses eligible for the HRTC. Eligible expenses and a breakdown of per unit shares will be distributed to the membership in February.

**vii. Superintendent**

Discussion between management company and board members about the current situation with superintendents. A subsequent meeting to discuss this issue will be held on January 16.

**IV. Adjournment**

Motion to adjourn by Natasha. Seconded by Pat Babin. Motion carried.

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Signature of Board Member

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Date

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Signature of Board Member

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Date