

Agenda MSCC #644 Wednesday, May 14th, 2020

Hazel Lanes

Board of Directors' Meeting

1:30 pm

Virtual Meeting due to Covid 19

Attendees: Sharon White (SW), David Girvan (DG), Jim Wagner (JW), Angie Difruscia, Phil Nagle (PN), Lynne Finn (LF)

All present

Agenda

- 1. Approve Minutes of December 3rd, 2019 and February 7th, 2020
(see attached email)**

**Minutes of December 7th, 2019, reviewed for approval.
Moved to approve AD, SW seconded, all in favour
Minutes of February 7th, 2020, reviewed for approval.
Discussion held with regard to the replacement of doors under the corporations insurance. Board members are to review their current insurance/ and seek better understand of a similar issue at 1200 Riverside, and follow up next meeting.
Moved to approve JW, SW seconded, all in favour**

- 2. Financial Update: Jim Wagner
Jim reviewed the current financials.
Moved to approve SW, JW seconded, all in favour**
- 3. Review of Auditor's Report: Jim Wagner
Auditor's opinion financials presented fairly, no exceptions
We projected that we would spend more than our budget of \$6,500 and we did. Some over expenditures in Landscaping in particular due to the tree issue, reduced our operating cash, and created a deficit. Increased condo fees will address**

part of the deficit, and we need to find ways to build up our operating cash. This could be an interesting year given Covid 19. Target for operating fund is \$25 - 30K based on our operation.

Notes to Financial Statements:

Nothing of concern, #5 the Reserve fund balance is as planned.

Moved to approve SW, LF seconded, all in favour

4. Board Position: David Girvan

Thank you to Sharon White who has served the Board for the last 3 years. A Nominating Committee will be formed. Given the number of new owners, we should look to individuals who may wish to grow in their positions on the Board.

5. AGM Meeting: Phil Nagle

Covid 19 has impacted the ability to meet in person at this time for our AGM. We will continue to be guided by the guidelines of the Province, and discussed options.

The Pre-AGM checklist has been completed.

6. Old Business: Phil Nagle

a. Pool

Awaiting guidelines from the province

Phil to speak to our Pool team (Ron) to ensure we are ready to move forward with opening when possible

We will also review what needs to be done now to maintain the pool in good condition.

b. Painting

Not a scheduled year for painting

Owners are responsible for any painting they wish to complete

c. Roadway and Gutters

Need to review at Walk around, and Phil to reach out to Pavers - Follow up next meeting

We will send out a mini package to owners to seek their needs/annual updates, and advise of AGM delay by email next week. This will allow us to have their input prior to the walk about so we can be more informed.

7. Barbeque: David Girvan

Cancelled due to Covid 19. Later in the summer, given it is safe, perhaps we have an impromptu “Physically Distancing Cocktail Party” – follow up

8. New Business:

Phil mentioned that New Owners are not clear on restrictions/bi-laws. Discussed having a mini recap as part of a welcome letter to new owners. David to draft for review.

Jim suggested we look to several insurance companies to cover our corporation insurance in smaller parcels to reduce cost. Follow up Phil

Frank is being asked to arrange small gardening jobs outside of the scope of TLC work. Asking TLC to do the work would be costly. Frank often does the work himself. Need a solution with perhaps a smaller independent operator that would do these smaller requests for a nominal fee.

Awning request made, and approved.

9. Future meeting dates and adjournment

May meet briefly as we learn more about AGM timelines/requirements.

Meeting adjourned at 4:15 pm

