

**Yellowknife Condominium
Corporation No. 8**

MINUTES of April 14, 2015 BOARD MEETING

LOCATION: Board Room, GL Services Office

PAGE: 1 of 3

Tamlin Gilbert	President
Leonard Kwong	Treasurer
Pearl Benyk	Secretary
Jonathan Churcher	Director
Grant Rice (by teleconference)	Director
Vivian Hansen	Director
Ilona Legler	Director
Lee Sacrey	Manager

PURPOSE: Regular meeting of the Yellowknife Condo Corp No. 8 Board of Directors

DISTRIBUTION
TO ABOVE &: Regrets: Jan Fullerton, Gary Tait

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
1. Call to Order	<ul style="list-style-type: none"> Meeting called to order by Tamlin at 7:04. 	
2. Agenda	<ul style="list-style-type: none"> Moved by Leonard, seconded by Ilona, that the agenda be accepted as amended (add 7.7 Jan's email re: Governance and 7.8 Issues mentioned by auditor and financial policies) CARRIED. 	
3. Conflict of Interest or Bias	<ul style="list-style-type: none"> Leonard reported that no one on the board is more than 60 days in arrears on condo fee payments. 	
4. Minutes – of last 2 board meetings	<ul style="list-style-type: none"> Moved by Vivian, Seconded by Jonathan, that the minutes of March 24, 2015 meeting be accepted. CARRIED. 	
5. Business Arising		
5.1 Review & Update of Task Lists from March 24/2015 Meeting	<ul style="list-style-type: none"> 8.1 Ilona has not yet been able to find copies of management and maintenance contracts. 8.2 Tamlin has hand delivered letter re: 221/223 dispute to 221 and one to 223 is being sent by registered mail. 8.3 Tamlin has not yet emailed membership about skirting receipts. 8.4 Jan not present so not able to answer re: whether request for skirting receipts has been put on Facebook page. 8.5 Lee has not yet written letter about 342 problem with connecting to new sewer line – this is a more complicated problem. 8.6 Jan has subscribed to Survey Monkey to collect membership feedback. 8.7 Lee has called the City re: plowing the road through the storage compound. 8.8 Lee has dealt with the removal of ice in the 400 block. 8.9 Jonathan has held back on decision re: communicating to 400 block residents about problem of rags plugging sewer line as it turns out this is not the biggest issue there. 8.10 Grant has ensured that the lawyer's options/opinions about the condo's future will get to the Transition Committee. 	<p>Ilona</p> <p>Tamlin</p> <p>Lee</p> <p>Lee</p>

	<ul style="list-style-type: none"> 8.11 Leonard has looked at the observations and recommendations of the auditor and emailed his comments/recommendations to the board. 	
5. Business Arising (Continued)	<ul style="list-style-type: none"> 8.12 After discussion about members whose condo fee payments are in arrears, the following motion was made: <ul style="list-style-type: none"> Moved by Grant, Seconded by Vivian, that when condo fee arrears reach \$2500 or more, the accounts will be referred to the collections committee for appropriate action. CARRIED. 8.13 Vivian has looked through as many past minutes as she could get, and found nothing about a policy limiting expenditures without prior board approval. 	
6.1 Park Manager Report	<ul style="list-style-type: none"> Lee sent his report out in advance of the meeting and it was discussed at the meeting. I issues, most of which have been solved or are in the process of being solved. Concern raised that there is nothing yet organized re: meeting with the City about access and other issues before the construction season begins. Moved by Jonathan, Seconded by Vivian, that YKCC8 contact the City about setting up a meeting ASAP to discuss access issues to do with the project. This meeting to be attended by 2 board members, management and our lawyer. CARRIED. 	Lee
6.2 Infrastructure Committee	<ul style="list-style-type: none"> Nothing new to report. 	
6.3 Financials	<ul style="list-style-type: none"> Financial print outs were provided by Leonard/Management prior to meeting. Leonard explained that the line called “interest” should have been called “bank charges & interest”. Lee to send out a more descriptive version of the financial statements. March’s report was not yet available o be sent out for this meeting. We have now received all the money collected by Aurora Collections which we were aware of. 	
6.4 Condo Fee Collection Committee	<ul style="list-style-type: none"> Grant reported that the Condo Fee Collections Committee has sent and email to Lynnette at GL and to the lawyer but have not yet received anything back- he will pass on whatever info he receives when he does receive it. Doug is considering the payment plans being presented by those who owe more than \$2500 and considering the pros and cons of each case. Grant believes Doug should provide a monthly report to the board. 	
6.5 Transitions Committee	<ul style="list-style-type: none"> There are many uncertainties about options for the condo’s future. The committee will try to pull together recommendations for the membership before the end of this calendar year. If the LIC is to kick in the beginning of January, 2016, people should know about this in advance. Whatever decision is made by the membership about the condo’s future should be made after the LIC comes into force because it is a complex issue and there is not enough time to pull together all the info necessary for making the decision. Moved by Pearl, Seconded by Jonathan, that the meeting go into camera at 8:15. CARRIED. Moved by Pearl, Seconded by Jonathan, that the meeting come out of camera at 8:19. CARRIED. 	
7. Other Issues		

7.1 Maintenance Protocol for urgent & emergency call-outs	<ul style="list-style-type: none"> There have been issues with maintenance not attending after-hours calls as quickly as members would like. There have been discussions with the contractor about this. Lee's suggestion is that the contractor investigate ever call when it comes in. He will contact the contractor to discuss this idea and get back to the board on how this discussion goes. 	Lee
7.2 Contracts for maintenance & management contracts	<ul style="list-style-type: none"> Ilona will continue looking for copies of the contracts and also look at the letter to Jenni Bruce, condo corp president at the time, dealing with the contracts/RFPs. Lee will send out what he has in the office to the board members. 	Ilona Lee
7.3 Stinson Boundary Issue	<ul style="list-style-type: none"> Jan has done some work on this. Tamlin will ask her to send out the draft of the letter she has composed to the board. 	Tamlin Jan
7.4 Clean Up at 244	<ul style="list-style-type: none"> Vivian will keep an eye on this and let the board know when/if a problem becomes apparent. 	Vivian
7.5 Meet with City 2015 season work	<ul style="list-style-type: none"> Already dealt with in 6.1 A letter has been sent to Chris Greencorn at the City, with cc. to our lawyer Doug McNiven. 	
7.6 Changing Signing Authorities	<ul style="list-style-type: none"> Moved by Grant, Seconded by Vivian, That the signing authorities for the condo corp be the executive of the board, therefore Tamlin Gilbert, Jan Fullerton, Leonard Kwong and Pearl Benyk, and that two of these four signatures be required for all documents. CARRIED 	Mgmt
7.7 Board Governance	<ul style="list-style-type: none"> Jan sent an email describing her ideas about board governance that she believes should be put in place. Jonathan will talk to her, asking her to prioritize her suggestions, given that significant changes to the condo corp are in the offing. 	Jonathan Jan
7.8 Financial Issues Arising from Auditor's Commentss	<ul style="list-style-type: none"> Moved by Leonard, Seconded by Pearl that the Board transfer the balance of \$88,611.19 now in the General Fund to the Reserve Fund. CARRIED. Moved by Tamlin, Seconded by Pearl, that the Reserve Fund and the General Fund not be put into two separate bank accounts as recommended by the auditor. CARRIED. Leonard will look at the suggestion of opening a Manulife chequing account because of the higher interest rates paid by this bank, and send the info out to the board which can vote by email on making this change. 	Mgmt Leonard
8. Task List	<ol style="list-style-type: none"> Ilona to find copies of previous contracts (mgmt & maintenance) Tamlin to email membership re: receipts for work removing or replacing skirting. Jan to put request for skirting receipts on Facebook page Lee to discuss all calls being investigated with maintenance contractor, and get back to board with results of discussion. Jan to provide board with draft of letter on Stinson issue. Vivian to inform board if clean up at 244 becomes necessary. Management to change signing authorities to 4 members of board executive. Jonathan to talk to Jan re: prioritizing suggested changes and institution of board governance policies. Management to transfer Reserve funds to Reserve Fund from General Fund. 	

	10. Leonard to look at suggestion of opening Manulife Bank account and send his recommendation to the board members by email.	
9. Next Meeting	<ul style="list-style-type: none"> Tuesday, May 12, 2015, 7:00 p.m. at GL Services boardroom. Tamlin said he will be away and out of contact from May 2nd to 21st. 	
10. Adjournment	<ul style="list-style-type: none"> Moved by Leonard that the meeting be adjourned. 	
	These minutes are in the writer's best interpretation of discussions held at the meeting. Please inform the writer of any noteworthy omissions or errors.	