YRSCC 1309

10360 Islington Ave. Kleinburg, Ontario

MINUTES OF BOARD MEETING HELD

Tuesday July 11th 2017 at 6:30pm in the Party Room

In attendance:

Milos Pavlovic- President
Vince Baffa – Director
Antonio Manocchio - Director

Recording Secretary: Anna Monti RCM
Management: Anna Monti RCM Regional Manager ICC Property Management Ltd.

Notice and Quorum- Proper notice having been given and there being a quorum present, the meeting was called to order at 6:52 pm by Anna Monti, who presided as Chair with no objections noted.

1.0 APPROVAL OF AGENDA

The agenda was approved as presented with two additions:

- White BMW in Visitors
- Balcony Furniture

2.0 APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the Board meeting held May 10th 2017 minutes were presented.

MOTION by Vince Baffa and seconded by Milos Pavlovic to approve the of May 10th 2017 as presented. All in favor **Carried.**

3.0 FINANCIAL REPORT

The financial statement ending April & May 2017 and variance report were presented and reviewed. Management reported on the current deficit and the Reserve Fund Balance. Questions regarding the variance report were addressed.

Vince Baffa presented various questions regarding the May variance and the current and total deficit. Management was instructed to obtain the answers from the accountant and provide same by email. Until the answers were received the board was not prepared to approve the financial statements as presented.

The audited financial statement prepared by Adams & Miles was presented. After a discussion and review several questions were to be taken back to the auditor for responses. A revised copy will be sent to the board via email.

4.0 MANAGEMENT REPORT Management presented various items including items completed, items pending and items for approval.

4.1 Performance Audit

A copy of PATS with completed items was presented to the board via email. After discussions the board agreed to sign off on the items listed as Management has confirmed reviewing these items in a meeting with the Developer.

MOTION by Milos Pavlovic and seconded by Vince Baffa to sign off on the list of items noted as completed to date on the 1st year Performance Audit. All in favor **Carried.**

4.2 Lighting Retrofit

Management was instructed to obtain a further quote for comparison. It was agreed to proceed with a 36-month finance plan. Should the quote be similar the approval to proceed will be given via email and ratified at the next board meeting.

4.3 2nd year Performance Audit

Management presented the cost for CCI Group to conduct the 2nd year Performance Audit.
It was agreed to work with the CCI Group as this firm conducted the 1st year Performance Audit.

MOTION by Milos Pavlovic and seconded by Vince Baffa contract with CCI Group for the 2nd year Performance Audit at a cost of $4,900 plus hst. All in favor **Carried.**

4.4 Corridor Air Conditioning

Management met with Ber Cool and it was determined that the 2nd condenser unit on the exterior of the Heritage House supplies cooling to the 2nd floor. The unit was not operable and a service call was placed. The unit is now providing cooling to the 2nd floor. As the thermostat is located on the main floor the cooling does not engage when required. Management was instructed to obtain a quote to move the thermostat to the 2nd floor.

4.5 Heritage House Oven

The oven is not functioning. A service call was place to Kitchen Aid and since there is no warranty remaining on the oven and the control board which is now obsolete requires replacing Management advised the cost of a new oven. Management was directed to search on Kijiji or E bay to source the control board.

4.6. Visitor Parking White BMW

It has been reported that a White BMW continues to park in the exterior visitor parking for extended periods of time. The vehicle is not registered with Management and Management cannot confirm if the vehicle belongs to a resident or a guest. Further investigation is required.

5.0 NEXT MEETING

The next meeting is scheduled for September 19th 2017.

The Annual General Meeting is set for September 27th 2017

6.0 CLOSE OF MEETING the meeting was closed at 9 pm

President	18, sep, 2017 Date
Director	Sept. 18, 2017 Date