

Livingstone Estates Condo Board Meeting

Meeting Minutes

August 14th, 2024, 3:30 pm

Unit 4-318 Brents Home

Board Member Present: Debby Hawkin, Rhonda Merko, Brent Morrison, Penny O'Brien, Victoria Chester, Karl Kloepper
Brad Lacelle

Absent: None

Quorum Present? Yes

Others Present? No

Conflict Of Interest None

Proceedings: August 14th, 2024, Meeting called to order at 3:37

Debby made a Motion to approve the estimated amount for the renewal of the Corporations Insurance on the development, \$38751.00, Seconded by Victoria, Motion Carried

Debby made a Motion to approve the minutes from the previous meeting, Seconded by Victoria, Motion Carried.

Motion was made by Victoria to approve the purchase a laptop for the exclusive use of the Corporation Business, in the amount of \$499.00 plus GST. Seconded by Brad, Motion Carried.

Debbie indicated that an additional \$10,000.00 GIC was purchased with a term of one year at 4.7%

Treasurer's Report-Debby

- Operating account opening balance July 1, 2024. \$22,093.38
- Operating Account closing balance July 31, 2024. \$21,985.86
- Reserve Fund Balance May 31, 2024. \$31,510.44
- GIC (Reserve Funds) May 31, 2024. \$60,982.03

Debby made a motion to accept the Treasure's report as submitted, Seconded by Victoria, Motion carried.

President's Report

Karl wanted all board members to remember that we are all volunteer's and while with seven board members we will have differences of opinion we must act respectfully and operate with a proper level of decorum.

Secretaries Report

Brent introduced a revised version of the Common Area Inspection Sheet "Move Out Move In". Motion made by Victoria to accept the document, Seconded by Brad, Motion carried.

Conversation continued regarding trees in the central park area. The decision was made to remove the tree in the gravel area by visitor parking which will allow a place for snow removal to push snow to. Earl along with Karl removed the waterlines in the gravel that feed water to the bushes that no longer exist and the tree that will be removed, so as to avoid issues with the snow plow.

Brent discussed the issues that we have found during recent inspections, indicating that our plan is to seal up corners on trim, with proper caulking which will prevent moisture from getting in. As well address areas that weren't properly caulked

or where caulking has moved or separated around furnace pipes, air conditioner plumbing with the appropriate types of caulking to seal these areas.

A motion was made by Debbie to permit Brent and Karl to complete the caulking as described on the terms that the Corporation has no liability if they become injured doing so and approves \$150.00 for the purpose of buying caulking to complete the tasks. Seconded by Penny. Motion carried.

The Item of the Standard Unit Definition was on the agenda as introduced at a previous meeting and tabled again to the September meeting.

The issue of Quack Grasses in the lawns was discussed with a plan going into this fall to dig out the grass where noticed, treat the soil with Roundup and address the results in the spring.

The board discussed the grasses that were planted in front of Unit 3-302 by the owner replacing dead Potentilla plants which was not authorised by the board. The board will review the communications sent between the board and owner to decide next steps.

The topic of communication between board members themselves as well as owners communicating directly with certain board members, was discussed to try and improve communications in general between all parties. The decision was made that all communications going out to the owners from the board would need to be approved by the president and vice president prior to being sent.

The issue was raised of a unit owner having a situation of a water leak in unit 2-294 which appears to have originated from an exterior hose bib or a failed pipe on the interior of the home. There will need to be a determination of the cause of the leak and decide next actions.

At 5:24 a Motion was made by Rhonda to adjourn the meeting, Seconded by Victoria, Meeting Adjourned.

After the meeting it was decided to start the next meeting earlier at 3:00 p.m.

Minutes transcribed from audio recording by Brent

Next Board Meeting September 11 2024 at Unit 2-322