

**Vogue
Board Meeting Minutes
Tuesday, September 15, 2020
5:30p.m., Conference Call via Zoom**

1. Call to Order 5:40 PM

- Moved by N. Livaditis
- Seconded by S. Mishra
- a. Attendance:
 - S. Mishra
 - N. Livaditis
 - A. Cusack
 - A. Schmidt
 - C. Theo
- b. Regrets
 - A. Lee
 - T. Llewellyn

2. Approval of the previous meeting minutes

- a. Review and approval of the July 21, 2020 meeting minutes. Nick has requested updates to the meeting minutes:
 - 7c Bylaws will be reviewed and give us back the comments so we can come to a conclusion in October. Will pursue a special resolution
 - 8b locking gates will be obtained
 - Remove frost build-up from the minutes and the agenda issue appears to be resolved.

Additions to Agenda:

- Window cleaning - old business
- Gate on upper parkade - old business
- garbage chute vent - new Business
- Remove frost build-up item from old business

3. Condo Papers Meeting Minutes Uploaded

- a. *Previous Board approved meeting minutes have been included in the binder*
- b. *Month-end Financials*

4. Financial Update (cash balances to be part of Financial report)

- a. Current AP - \$32,277 as September 11, 2020
- b. Arrears \$8,564 as of September 11, 2020
 - unit 21XX condo fees were returned NSF - follow up call will be completed
 - no update on 15XX Air BnB unit, need to wait until courts open. Angela will be following up with the lawyer to see if we can go through the expedited dispute resolution
- c. Natural Gas – June \$4,711 – July \$3,981
- d. Electricity – June \$13,126 – July \$14,797

- e. Revenue 111k
 - received 63k cheque from ITC group
- f. Cash - 189k
- g. Expenses 116k
- h. net loss of 4k
- i. Some invoices were re-classified as follows: regal security invoices were moved to the security expenses classification and that's why it's under budget by 27k , Adjustment will be made to 2021 budget. clean team invoices were moved to 'other cleaning contract' so this account is under-budget by 14k.
- j. Electricity down due to reduced usage
- k. heat and gas over budget by 4k due to increased rates
- l. R&M mech is over-budget due to filter purchases, boiler repairs and additional drip pans and missing HRVs
- m. R&M elevator - ADARSA inspection has to be done every year, will be included under elevator contract budget

5. Building Operations & Matrix Update & Fob Update

- roof anchor inspection completed on Aug 10
- a few water shutdowns happened this week to replace PRVs, only certain floors are affected.
- Fire & Safety Annual inspection booked for next week, will be posted by concierge
- Lower parkade temporarily closed
- angela to analyze the water leaks and determine a pattern/trend that may exist

6. Barclay Street Weekly Site Visits Checklist (Angela)

7. Old Business

- a. Frost buildup on windows; thermostat adjustments completed- Lacaille has begun a test case in the affected units, waiting on cold weather to determine if it will work-Brad has been installing the jumpers in required units as he is going through the filter changes.
 - This item has been closed - air intake and exhaust are working fully.
 - 83/231 units have been inspected, Building operator can provide info.
- b. Unit 10XX and 10XX repairs are completed- Cheque for \$63,699.99 has been received September 11th from the ITC Group.
- c. Bylaw revisions – with Witten Law and waiting for the first draft.
- d. Letter sent to unit owner 15XX to pay in full AirBnB sanction if not paid by March 20th will go legal-once the courts are reopened the legal process will continue.
- e. AGM -On hold until Covid restrictions are lifted.
- f. Covid Updates
 - Angela to move this to the top of the Agenda.
 - Board has discussed options to provide a COVID update to residents. Options includes:
 - standard board paragraph to repeated COVID questions
 - will put up COVID update with a blanket statement on the issues
 - Open letter from Board to residents on cooperation and anticipated cooperation

- Circulate a questionnaire on options to reopen the gym, apply everyone to email the concierge with their suggestions, incl approx costs (cleaning, PPE, attendant cost)
- g. Re-opening of the Gym-will be holding off on this till further board discussions, Goodlife has a promo now for a lower enrollment fee for new members. No other discounts being offered.
 - Board has agreed not to reopen at this time, this will be discussed again next month as COVID updates and questionnaires circulated to residents are returned.
 - Board discussed an idea to have 30-40 people sign up based on monthly fee, which is paid to a monitor who will clean equipment.
 - Will ask for responses on Friday
 - we will look at response rate and then determine what we will do
- h. Commercial floor security-Locks have been installed.
 - Ongoing
 - Will be re-keyed
- i. Domino's received 1 sanction letter and after that the delivery drivers have found off site parking-thankyou notice has been sent to the owner.
 - Resolved. Can be removed from agenda.
- j. Parking stalls that were missed at the time of the parkade cleaning have been cleaned by Brad.
 - Resolved. Can be removed from agenda.
- k. Repairs completed in 21XX laundry room & screen door repaired in 31XX.
 - Resolved. Can be removed from agenda.
- l. Parkade Drain cleaning will be completed the 4th week of September. Notice has already been sent out.
 - Ongoing
 - will get an update from the parkade drain cleaners
- m. window cleaning update
 - Resolved. Completed in summer
- n. gate on upper parkade
 - See new business

8. New Business

- a. Motorcycle Parking
 - Ongoing
 - Board discussed that 1 vehicle or vehicle and a bike are fine, otherwise, motorcycles should be parked in motorcycle parking.
 - Nick to get a template made
- b. garbage chute vent
 - Ongoing
 - Odocurs coming from garbage chute
 - Cleaning scheduled for second week of cutover.

9. Suggestions

- None noted

10. Next Meeting

- Oct 20th

11. Adjournment:

- Adjourned at 7:16 PM
- Motioned by S. Mishra
- Seconded by A.Schmidt
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