

COUNTRYSIDE ESTATES R.O. ASSOC. INC.
A 55+ RESIDENT OWNED COMMUNITY

Board of Directors Meeting Minutes

Date: Thursday, April 11, 2024

Place: Clubhouse

Meeting called to order at 10:28 a.m. by Steve McGill.

Roll Call: Steve McGill, Barry Colantonio, Michel Bernard, Jackie Danko, Ken Cunningham, Al Carpanelli, Jim Rigney

Proof of Posting : Notice had been posted April 8th, 2024 at 11:00a.m.

Reading of Minutes from March 12th, 2024 read by Jackie Danko.

Errors or Omissions: none were raised

Adoption of Minutes - Motion to accept made by Ken Cunningham, second by Michel Bernard.

Unanimously accepted.

Treasurer's Report - Michel has to complete the task with Bank of America and purchase of CD's from Ameriprise.

Manager's Report - Security Camera Quotes. In depth proposal from Surveillance Technologies. Getting a new proposal from Allen with Handy Tek as there is a need for outside work to provide electrical requirements at the Main Street entrance to the park as well as repeater capability for the signal at the Palm entrance. Also the park would need to provide electrical service for this location.

Water Line Shut Offs - Kilty Plumbing requires that we need to do an 811 call to the County for location of electrical lines and any other line providers such as internet Cable etc. to locate these lines before any digging to try and locate any existing water line shut offs that are indicated in the drawings.

Office Staffing - Ken met with Marcus Davies who has been in the office a couple of times for a couple of hours on Fridays. Ken mentioned that the workload has been substantially lessened with only 7 or 8 cheques coming into the office. Phone calls come in with inquiries about rentals and general information about the park. Marcus would be needed the first of the month and the following week. Ken mentioned that he understands Ameri-Tech procedures and is a pleasant young man to deal with. Marcus will need a key to the office and his first contact if needed should be with manager Tony Toscano. Linda Rylance has produced all documents pertaining to the procedures to follow for rentals and sales of units. These can be found in the office.

Tony will be meeting with Kontos Roofing to obtain roofing reports and general estimates on our common areas. Also if anyone has memory of when roads were last sealed. How many electrical poles are on property. These items will be helpful to complete the required Reserve Study.

Photos for the website. If anyone has photos which could be used please submit to Jackie Danko. Tony would take some photos of the common areas and the sign.

The Spectrum offer of up to \$200/door for exclusive access rights to a bulk agreement is waiting for their acknowledgment. Steve did explain this offer again. Individuals can continue to use any service provider they wish as the bulk agreement ONLY applies if all units enroll in this bulk agreement.

Tony mentioned he will be taking some vacation time in July?

Unfinished business - Unit #33 has an approved sale. This is a successful end to this unit. In response to a request from the Association's attorney, Stephan Nikoloff, the Board was required to render a decision as to how to proceed regarding an ongoing legal matter regarding a rule violation. Due to action containing personal information that is unable to be disclosed, the matter was discussed and voted upon via email rather than in a public forum as allowed by law. By unanimous vote it was decided to continue with the legal action to protect the Association's interest as stated in our governing documents and direction was given to Attorney Nikoloff to proceed on March 22, 2024. This notice, given at a regular Board Meeting, ratifies that vote.

New Business - Ambrosia our cleaning staff is leaving at the end of April. She has recommended a replacement for the cleaning job, Sofia. Ambrosia will show her replacement the work required, needed once every 2 weeks from once a week. Al will be Sofia's contact and all necessary documentation will go to Ameri-Tech as the position is managed regarding payroll. taxes etc. by them.

Open to the floor - Debbie Cramsie had a concern with the need to get into units in an emergency. Are keys left in the office? Some members have left keys in the office or with neighbours. It is the individual's own responsibility to do so. The board has sent a copy of the Snowbird/Travel form to the members to send back to the office with pertaining information in regards to their absence and whereabouts of keys. Sharon Zollweg would like to see if the key she has left in the office is current.

Adjournment - Motion to adjourn at 11:05 a.m. by Al Carpaneli seconded by Michel Bernard. Unanimously accepted.

Jackie Danko
Secretary