

METROPOLITAN TORONTO CONDOMINIUM CORPORATION NO. 1295

The Saint James

MINUTES OF THE BOARD OF DIRECTORS' MEETING

39 Jarvis Street Meeting Room
Monday, April 24, 2017 at 7:00 p.m.

Board Members

Eric Blanchard	President
Mary Jo Smith	Treasurer
Allister McCabe	Director
Lisa Melody Peterson	Director

Regrets

Jamie Alexander	Director
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By Invitation

Fraser Scott	Property Mgr., & Minute Taker Brookfield Condominium Services Ltd.
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1.0 CALL TO ORDER

As there was a quorum of Directors present, which duly constituted a meeting, the meeting was called to order 7:10 p.m.

2.0 APPROVAL OF AGENDA

The agenda was approved and adopted as presented.

3.0 APPROVAL OF PREVIOUS MINUTES

The board reviewed the minutes of the meetings held on of Jan 3, Jan 16, Feb 8, Feb 16, Feb 21, Apr 3, 2017. Director Smith will fully review the minutes for any changes and would report back to the board.

A **MOTION** to approve the minutes of the meetings held on of Jan 3, Jan 16, Feb 8, Feb 16, Feb 21, Apr 3, 2017--subject to any changes---was duly moved, seconded and approved.

UNANIMOUS

4.0 BUSINESS ARISING FROM THE PREVIOUS MINUTES

There was no business arising from the minutes.

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5.0 FINANCIAL REPORTS

5.1 The board reviewed the proposed reclassification of prior year expenses for valve/restoration charges as per the legal opinion. The board approved the transfer of \$50,722.32 from operating to reserve fund for the prior fiscal year.

A **MOTION** to approve the reclassification of the valve/restoration expenses from operating to reserve fund expenses for the prior fiscal year was duly moved, seconded and approved.

UNANIMOUS

5.2 Management reviewed the outstanding common charge arrears. Management discussed 3 outstanding arrears related to charge backs. The board discussed the past due charge backs and determined that they should be written off as follows; suite 212 \$1,011.92, suite 711 \$940.73 and suite 807 \$593.25.

Management reported that the remaining arrears for units 211, 306, 310, 317 were sent letters and a follow up form 14 would be issued if no results were obtained to collect the monies.

A **MOTION** to approve the arrears report and to write off the past due charge backs was duly moved, seconded and approved.

UNANIMOUS

5.3 Management reviewed the financial statements to the end of March 2017. There were some positive variances related to budget timing.

A **MOTION** to approve the financial statements to the end of March 2017 was duly moved, seconded and approved.

UNANIMOUS

6.0 MANAGEMENT REPORT

6.1 Management discussed pending contracts.

6.2 Urban Garden maintenance and spring planting.

A **MOTION** to approve Urban Green contracts for maintenance for \$4,195 and spring planting for \$5,526.61 plus HST was duly moved, seconded and approved.

UNANIMOUS

6.3 Wix web site renewal.

A **MOTION** to approve Wix web site renewal for \$111 US dollars converted to \$CDN plus HST was duly moved, seconded and approved.

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The first part of the document discusses the importance of maintaining accurate records of all transactions. It is essential to ensure that every entry is properly documented and verified. This process helps in identifying any discrepancies or errors early on, which can be corrected before they become a significant problem. Regular audits are also recommended to ensure the integrity of the data.

Furthermore, it is crucial to have a clear understanding of the financial goals and objectives of the organization. This will help in making informed decisions and allocating resources effectively. The document also emphasizes the need for transparency and accountability in all financial dealings.

In conclusion, the document provides a comprehensive overview of the financial management process. It highlights the key areas that require attention and offers practical advice on how to handle them. By following these guidelines, organizations can ensure the stability and growth of their financial operations.

The second part of the document focuses on the implementation of financial controls. It outlines the various measures that can be taken to prevent fraud and misuse of funds. These include the establishment of a strong internal control system, the implementation of segregation of duties, and the regular monitoring of financial activities.

It is also important to have a clear policy on the use of company assets and resources. This will help in preventing any unnecessary expenses and ensuring that the organization's resources are used for their intended purpose. The document also discusses the importance of having a contingency plan in place to deal with any unforeseen circumstances.

Overall, the document provides a detailed guide to financial management. It covers all the essential aspects of the process, from record-keeping to the implementation of controls. By following these guidelines, organizations can ensure the accuracy and reliability of their financial data and maintain the trust of their stakeholders.

The final part of the document discusses the role of technology in financial management. It highlights the various software solutions that are available to help organizations manage their finances more efficiently. These include accounting software, budgeting tools, and financial reporting systems.

It is important to choose the right technology for your organization's needs. This will depend on factors such as the size of the organization, the complexity of its financial operations, and the budget. The document also discusses the importance of data security and the need to protect sensitive financial information.

In conclusion, the document provides a comprehensive overview of the financial management process. It covers all the essential aspects of the process, from record-keeping to the implementation of controls. By following these guidelines, organizations can ensure the accuracy and reliability of their financial data and maintain the trust of their stakeholders.

6.4 Krijoh quote for recent flood from suite 406 which affected 306 & 202 was discussed. The expense is below the insurance deductible and would be considered a reserve fund expense related to the faulty valves.

A **MOTION** to approve Krijoh quote of \$2,984.88 plus HST as a reserve fund expense was duly moved, seconded and approved.

UNANIMOUS

6.5 Dodds garage door system quote was discussed.

Direction to Management

Get Dodds and a second quote for a rubber roller door. Investigate problem with garage clickers which are no longer available.

6.6 AFPS annual fire alarm report of deficiencies totaling \$7,000.

A **MOTION** to approve repair work to rectify all deficiencies to obtain the Certificate of Inspection was duly moved, seconded and approved.

UNANIMOUS

Direction to Management

Get a second quote for the repair work.

6.7 Emergency generator annual and load test from Ronnies Generator Services Ltd.

Direction to Management

Get a second quote for the emergency generator inspection and load test.

6.8 Premier Elevator cab upgrade quote.

Direction to Management

Get a quote to freshen up the elevator interior and tile replacement.

*Jamie Alexander
to commence
hallway
upgrade*

6.9 Results Lifestyle gym equipment quote.

Direction to Management

Get a quote to determine the costs to replace vs. the cost quoted to repair.
Send a notice to all owners that any personal equipment should be removed from the gym and make a direct request to the board for any additional equipment the board should purchase for the gym. Management to remove any items after the deadline.

The first part of the document discusses the importance of maintaining accurate records. It emphasizes that every detail matters, from the date of entry to the specific observations made. This section also touches upon the need for consistency in reporting and the role of these records in long-term research or monitoring.

The second section delves into the methodology used for data collection. It describes the tools and techniques employed to ensure the reliability and validity of the information gathered. This includes details about the frequency of observations, the locations chosen for data points, and the protocols followed to minimize errors or biases.

The third part of the document focuses on the analysis of the collected data. It outlines the statistical methods and software used to process the raw information into meaningful insights. This section also discusses how the data is visualized to identify trends, patterns, and anomalies over time or across different categories.

Finally, the document concludes with a summary of the findings and their implications. It highlights the key results of the study and discusses how they contribute to the broader field of research. The author also provides recommendations for future work and acknowledges any limitations or areas for further investigation.

6.10 Prestige Mechanical quote for cooling towers.

A **MOTION** to approve repair work for the cooling tower for \$24,483 plus taxes was duly moved, seconded and approved.

UNANIMOUS

Direction to Management

Get second quote to determine if the pricing provide by Prestige is competitive. Check the maintenance contract to determine if the suite HVAC units are being inspected, the condensation trays cleaned and a visual inspection as part of the filter change contract is being done. Obtain pricing for dryer vent cleaning.

6.11 Brial Mechanical quote for a fully comprehensive maintenance contract.

Direction to Management

Do a price comparison with Prestige to evaluate quote.

6.12 Management reported that the window washing would start May 4, the landscaping May 1, window washing the end of May.

Carpet and garage cleaning would also be arranged for this spring.

Updates to the Stephenson engineering report were pending.

Direction to Management

Keep board updated as new info is obtained.

Draft notice for all 2nd floor residents affected by the Skullhouse noise.

6.13 Board discussed Standard Unit By-law and an Insurance Deductible By-law. Director Smith would speak to the corporation's lawyer about drafting the new by-laws for the upcoming AGM.

6.14 Management suggested that a backup for the office computer be purchased. Please note that currently the computer is backing up to Microsoft ONE cloud.

7.0 NEW BUSINESS

7.1 Elevator button to 5th floor is blue instead of white. Get fixed.

7.2 Replace terrace door for unit 609.

A **MOTION** to approve reserve fund terrace door replacement by Stadia for \$3500-4500 and \$1500 for custom paint job plus HST was duly moved, seconded and approved.

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7.3 Suite 709 terrace installation of awning and heaters. The board has approved the project.

Direction to Management

Ensure that the Sect 98 agreements cover the awnings and the heaters.

7.4 Suite 803 renovation work. The board approves the work.

7.5 Resident complained about the hand sanitizer in the lobby.

Direction to Management

Move the sanitizer.

7.6 5th floor residents wanted to know what was happening with the plumbing.

Direction to Management

Draft letter for 5th floor residents informing them of the work taking place.

7.7 Front entryway looks shabby.

Direction to Management

Get quotes to repair concrete curb and clean up/power wash the area when the garage is power washed. - *All common areas.*

7.8 811 has a leak from the roof.

Direction to Management

Get Viana roofing to do a water test on the roof. See director Blanchard for location.

7.9 Skullhouse update.

Direction to Management

Draft letter to residents affected that a litigation lawyer has been hired and the necessary steps are taking place to resolve this matter. The board is very involved and concerned with this issue.

7.10 Art exhibition

Direction to Management

Connect with resident to ok his proposal to have an art show in the party room.

7.11 Legal letter from suite 806. Director McCabe recused himself and the board discussed the letter from 806's lawyer.

Direction to Management

Director Smith would contact the corporation's lawyer to review the letter and to have the lawyers give an opinion on next steps.

7.12 Masonry column investigation.

Direction to Management

Determine if the column can be removed.



8.0 DATE OF NEXT MEETING

The boards set the date for the next meeting for Monday May 15, 2017 @7pm.

9.0 CLOSE OF MEETING


There being no further items to discuss, the meeting was adjourned at 8:35 p.m.



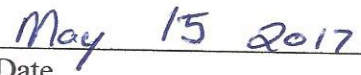
Director



Date



Director



Date

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT

PHYSICS 351

PROBLEM SET 1

1. A particle of mass m moves in a potential $V(x) = \frac{1}{2}kx^2$. Find the energy levels.

2. A particle of mass m moves in a potential $V(x) = \frac{1}{2}kx^2 + \frac{1}{4}bx^4$. Find the energy levels.

3. A particle of mass m moves in a potential $V(x) = \frac{1}{2}kx^2 + \frac{1}{4}bx^4 + \frac{1}{6}cx^6$. Find the energy levels.