

**MINUTES OF THE
SWANSEA TOWN HALL RESIDENCES
BOARD OF DIRECTORS' MEETING**

MARCH 14, 2002

Present:
 John Woodburn
 Joan Oreto
 Gloria Worth
 Irene Carlton
 Arlene Crooks

Muriel Moore
Jessie McKinnell
Doug Flood
Isabel McKerihen
Ed Gaigalas

Staff: Leslie Aykler - Property Manager

Call to Order

- A quorum present, John Woodburn acted as Chair, called the meeting to order and the meeting commenced at 7:35 p.m.
- Leslie Aykler to take minutes as directed by the Secretary

1. **Approval of Agenda** - To amend Agenda 1(A) - Election of Officers

Moved	-	Joan Oreto	
Seconded	-	Ed Gaigalas	CARRIED

1(A) Chair was assumed by Property Manager

Election of Officers

Motion: Open nominations for President

Moved	-	Ed Gaigalas	
Seconded	-	Muriel Moore	CARRIED

John Woodburn nominated

Motion: Close nominations for President

Moved	-	Doug Flood	
Seconded	-	Arlene Crooks	CARRIED

JOHN WOODBURN ELECTED AS PRESIDENT

Motion: Open nominations for Vice-President

Moved - Ed Gaigalas
Seconded - Joan Oreto

CARRIED

Doug Flood nominated

Motion: Close nominations for Vice-President

Moved - John Woodburn
Seconded - Arlene Crooks

CARRIED

DOUG FLOOD ELECTED AS VICE-PRESIDENT

Motion: Open nominations for Secretary

Moved - Joan Oreto
Seconded - Gloria Worth

CARRIED

Muriel Moore nominated

Motion: Close nominations for Secretary

Moved - Joan Oreto
Seconded - Ed Gaigalas

CARRIED

MURIEL MOORE ELECTED AS SECRETARY

Motion: Open nominations for Treasurer

Moved - Ed Gaigalas
Seconded - Muriel Moore

CARRIED

Ed Gaigalas nominated

Motion: Close nominations for Treasurer

Moved - John Woodburn
Seconded - Isabel McKerihen

CARRIED

ED GAIGALAS ELECTED AS TREASURER

Chair was returned to the President

2. Conflict of Interest - Called three (3) times - NONE

3. Adoption of Minutes of Meeting of the February 14, 2002 Board Meeting

MOTION: To adopt Minutes of the February 14, 2002 Meeting.

Moved - Joan Oreto
Seconded - Ed Gaigalas

CARRIED

4. Property Manager's Report

- Building is fully leased with no arrears. One vacancy as of April 1, 2002 and was rented with thanks to the Interview Committee.

General

- **MOH** - Manager reported on conversation with **MOH** - Housing Administrator who enquired if there were any outstanding repair issues that should be dealt with before downloading. Manager advised that there were not, however, Manager did advise and discuss with the **MOH**, the following:

1. The Board has entered into negotiations with the Swansea Town Hall to resolve the electrical room/basement foundation issue and thereby release/remove the \$57,000 +/- Construction Deficiency as noted on the Financial Statements.
2. The issue of the Escrow Funds (Note #2) of \$89,810 which, through the Ministry's oversight, was **NOT** used to pay down the mortgage and which must be dealt with. **MOH** administrator did agree with **MOH**'s auditor's recommendation (and our own auditor's recommendation) that the funds should be advanced to the group and directed to the Reserve Fund.
3. To sign (**MOH**) Salary Disclosure Statement that the Corporation does **NOT** have any employees who earn in excess of \$100,000.

Air-Duct Cleaning

- Manager responded to request to have laundry vents cleaned which expanded to include the entire system (make-up air shafts, kitchen and bathroom vents). Discussion

MOTION: To authorize the expenditure of up to \$4,100 + GST to clean all laundry, make-up air, hallway and individual unit kitchen and bathroom vents.

Moved - Joan Oreto
Seconded - Muriel Moore

CARRIED

- **Foundation Crack - as-built plans from building architect.** Manager had requested, in writing, that all plans (architectural, structural, mechanical and electrical) be provided in CAD format.
- Architect responded that they would retrieve the information from storage and provide an estimate of costs. Some plans would be in CAD format and some would be re-printed.

Tenant Issues

- President reported that a resident had written on the posted Board minutes about the "dried" artificial plants.

MOTION: To Table the issue of the 4th and 5th floor hallway plans and request for venetian blinds.

Moved - Joan Oreto
Seconded - Muriel Moore

CARRIED

Discussion. Matter was tabled.

CARRIED

Suggestion: To move the plastic plants away from the wall heater.

5. Tenants Issues - NONE

6. Correspondence

- letter of March 1, 2002 from George Padanyi, City of Toronto, Facilities and Real Estate (attached).

MOTION: To retain NORR Engineering to act on behalf of STHR (subject to price/prior motion).

General discussion of implications.

Moved - Ed Gaigalas
Seconded - Isabel McKerihen

CARRIED

7. Other Business

- Welcome to our new Board Member, Jessie McKinnell and thanks to Barbara Eakins for her excellent work and service to the Board and residents.
- Two (2) Community positions available. George Dubauskas had been approached and expressed interest. Joan Oreto and Arlene Crooks spoke to this individual and spoke very highly of his community involvement and concern.

MOTION: To invite George Dubauskas as a Community Member of the Board.

Moved - Ed Gaigalas
Seconded - Arlene Crooks

CARRIED

Motion to adjourn at 8:38 p.m.

**NEXT BOARD MEETING: THURS., APR. 11, 2002 AT 7:30 P.M.
SWANSEA TOWN HALL RESIDENCES
93 LAVINIA AVENUE, COMMON ROOM**

On Behalf of the Board
