

Minutes–June 3, 2017, Organizational Meeting

Condominium Corporation No. 882 0814 www.birchwoodcountrycondo.com

(Draft for review & approval)

Present: Jan Wells, Sueanne Rehill Holt, Glenn Gallant, Paul Mah, Bev Baltesson, Don Welsh, Lana Southorn, and Crystal Heck (Accountant/Recording Secretary).

The organizational meeting was called to order at 1:26 p.m. at Birchwood Center.

Director's Positions

At the 2017 Annual General Meeting the following were elected by the owners to fill three two-year positions and two one-year positions: Don Welsh, Lana Southorn, and Glenn Gallant were re-elected. Newly elected were Paul Mah and Bev Baltesson.

Each director position was discussed at length with regard to time commitment, responsibilities, and duration of term. Sueanne Rehill Holt expressed her concern that some of the positions should be occupied by directors that are full time residents due to the nature of the work that the position holds. Lana Southorn and Glenn Gallant accepted the one-year positions, while Don Welsh, Bev Baltesson, and Paul Mah accepted the two-year positions. This will put the board positions back on the schedule of four and three vacant positions every other year.

Don Welsh moved that the directors be assigned positions as follows:

President — Don Welsh
Vice President — Jan Wells
Treasurer — Bev Baltesson
Secretary — Lana Southorn
Site Services — Glenn Gallant
Assistant Site Services — Paul Mah
Brazeau County Liaison — Sueanne Rehill Holt

The motion was seconded by Lana Southorn, carried unanimously.

Don Welsh moved to strike up a Contract Services Committee, seconded by Jan Wells, carried unanimously. Glen Gallant, Paul Mah, and Sueanne Rehill Holt will form the committee to review contracts and will act as the liaison for owners

who may have concerns. The Board will enforce that all complaints be in writing and either mailed or dropped in the mail slot at the Center.

Don Welsh moved that Crystal Heck remain as the recording secretary and signing officer, seconded by Paul Mah, carried unanimously. Richard Cummings will be removed as signing officer, and Bev Baltesson will be appointed the new director with signing authority.

Crystal Heck will notify the Alberta Government and the Bank of Montreal of the change in directors for the current year 2017-2018.

Lana Southorn will notify the CMB Insurance Brokers and Brazeau County of the new 2017-2018 board of directors.

Future Board 2017-2018 meeting dates were set for: June 14, July 19, August 16, September 20, October 4, and April 18, 2018. The May 2, 2018 meeting will be the organizational and budget meeting in preparation for the AGM. All regular meetings will be held at Birchwood Center at 7:00 p.m. Additionally the Board has scheduled two open forum meetings, the first is scheduled for Tuesday December 5, 2017, and the second on Tuesday February 6, 2018; which will allow owners an opportunity to bring forward any concerns to the Board.

The 2018 Annual General Meeting (AGM) will be held June 2, 2018 at 10:00 a.m. at Birchwood Center.

Don Welsh moved that the meeting be adjourned at 2:25 p.m.