Meeting started: 6:30pm

1. **Roll Call of Officers**

President – Susan Woo

Recording Secretary –Kim Desrosiers

Treasurer – Marianne Andresen

Executive Board Member – Shari York

Executive Board Member – Vacant

Members- at- Large-Shelly Lavallee, Mabel Ong, Jorge Illanes

Trustee-Colleen Nash

Quorum: X Yes \_\_\_\_\_No (Quorum: eighteen (18) members including at least 50% of the members of the Executive Board)

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| 1. **Additions to/Approval of Agenda** | |
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**Moved: Shari York/Seconded: Shelly Lavallee /Carried**

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| 1. **Minutes (Kim Desrosiers)** |

**MOTION: that the February 4, 2020 minutes be accepted as presented.**

**Moved: Kim Desrosiers /Seconded: Janice Kube/Carried**

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| 1. **Matters Arising from the Minutes** | |
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| 1. **Treasurer’s Report & Bills (Marianne Andresen)** | |
| |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: January 1 - 31, 2020** |  | | Bank Opening Balance January 1, 2020 | **$18,165.80** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$20,765.80** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance January 31, 2020** | **$20,760.80** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: February 1 - 29, 2020** |  | | Bank Opening Balance February 1, 2020 | **$20,760.80** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$23,360.80** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance February 28, 2020** | **$23,355.80** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: March 1 - 31, 2020** |  | | Bank Opening Balance March 1, 2020 | **$23,355.80** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$25,955.80** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance March 31, 2020** | **$25,950.80** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: April 1 - 30, 2020** |  | | Bank Opening Balance April 1, 2020 | **$25,950.80** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$28,550.80** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance April 30, 2020** | **$28,545.80** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: May 1 - 31, 2020** |  | | Bank Opening Balance May 1, 2020 | **$28,545.80** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$31,145.80** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance May 31, 2020** | **$31,140.80** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: June 1 - 30, 2020** |  | | Bank Opening Balance June 1, 2020 | **$31,140.80** | | Bank Expenses: Cheques/Payments **( Property Taxes)** | -$29,238.08 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$33,740.80** | | Expenses paid & uncleared this statement period | -$15.95 | | Income received & uncleared this statement period | +$0 | | **Register Balance June 30, 2020** | **$4486.77** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: July 1 - 31, 2020** |  | | Bank Opening Balance July 1, 2020 | **$4486.77** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$7086.77** | | Expenses paid & uncleared this statement period | -$15.95 | | Income received & uncleared this statement period | +$0 | | **Register Balance July 31, 2020** | **$7070.82** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: August 1 - 31, 2020** |  | | Bank Opening Balance August 1, 2020 | **$7070.82** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$9670.82** | | Expenses paid & uncleared this statement period | -$15.95 | | Income received & uncleared this statement period | +$0 | | **Register Balance August 31, 2020** | **$9654.87** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: September 1 - 30, 2020** |  | | Bank Opening Balance September 1, 2020 | **$9654.87** | | Bank Expenses: Cheques/Payments **(Intact Insurance)**  **(Liddell Law Office - assessment)** | -$2869.00  -$545.16 | | Bank Income: Deposits/Credits | +$2600.00 | | Bank Ending Balance (Total Cleared Transaction) | **$8840.71** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance September 31, 2020** | **$8835.71** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: October 1 - 31, 2020** |  | | Bank Opening Balance October 1, 2020 | **$8835.71** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits (Rent Increase & Rent increase top up for September $2600.00) | +$3500.00  +$900.00 | | Bank Ending Balance (Total Cleared Transaction) | **$13,235.71** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance October 31, 2020** | **$13230.71** |  |  |  | | --- | --- | | **Reporting Scotia Bank Statement Period: November 1 - 30, 2020** |  | | Bank Opening Balance November 1, 2020 | **$13,230.71** | | Bank Expenses: Cheques/Payments | -$0 | | Bank Income: Deposits/Credits | +$3500.00 | | Bank Ending Balance (Total Cleared Transaction) | **$16,730.71** | | Expenses paid & uncleared this statement period | -$5.00 | | Income received & uncleared this statement period | +$0 | | **Register Balance November 30, 2020** | **$16,725.71** |  |  | | --- | | **Reporting Scotia Bank Statement Period: December 1 - 31, 2020** | | Bank Opening Balance December 1, 2020 **$16,725.71** | | Bank Expenses: Cheques/Payments -$0 | | Bank Income: Deposits/Credits +$3500.00 | | Bank Ending Balance (Total Cleared Transaction) $20,225.71 | | Expenses paid & uncleared this statement period -$5.00 | | **Register Balance December 31, 2020 $20,225.71** | |  |

**MOTION: that the February 2, 2021 Treasurer’s report be accepted as presented.**

**Moved: Marianne Andresen /Seconded: Shari York/Carried**

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| 1. **Executive Committee Report** |
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| 1. **Nominations & Elections** |
| **President**  **Nominations: Susan Woo**  **Elected: Susan Woo** |
| **Executive Board Member**  **Nominations: Colleen Nash, Shari York, Shelly Lavallee**  **Elected: Colleen Nash Shelly Lavallee** |
| 1. **Other Business** |
| **Fire Monitoring**  **Building Society 3550 to approve Austin Security to be the Fire Detection Company for the building.**  **Recommended and Moved by the committee/Carried** |

**MOTION: To adjourn at 6:53 p.m. Moved: Kim Desrosiers/Seconded: Shari York / Carried**