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)**
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**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)**
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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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| **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** |

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**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**
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| **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**
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| **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**