

**Crossbow Joint Condominium
Board of Directors Meeting Minutes
Held December 7, 2019 at 10:00 a.m. at PEKA**

In attendance:

CB Landing: Virginia Haase, Ron Suttie and Leslie Lewis

CB Point: David Minifie, Anne Forbes, Brent Robertson, Gottfried Haase and Ron Davies

Teleconference: None

Regrets: Ron Davies

PEKA: Gibson Rencz

- 1) **Meeting call to order:** The meeting was called to order at 10:04 a.m. by David. No objections from those in attendance to Gibson recording the minutes and David chairing the meeting.
- 2) **Additions to the agenda/approval of the agenda:** Motion by Gottfried, seconded by Anne to approve the agenda as presented. Motion Carried.
- 3) **Approval of the December 8, 2018 Board meeting minutes:** Motion by Anne, seconded by Leslie to approve the December 8, 2018 Board meeting minutes as presented. Motion carried.
- 4) **Business arising from the December 8, 2018 Board meeting minutes.**
 - a) Bylaw review and Condo Act proclamation: Doug MacDonald is working with the committee. The group will move forward based on the new Condominium Regulations and Act that comes into effect January 1, 2020.
- 5) **New Business:**
 - a) Preparation for AGM on January 4, 2020: The agenda for the day was discussed and the time lines revised. The AGM will now start at 11:30 a.m. and the committee meeting start times will be adjusted for earlier start and finish times.
 - b) Legislative changes for AGM: Gibson reviewed the changes with the Board members present. The voting will remain the same. A new proxy was implemented to come in line with the new regulations. This has been circulated already. The draft minutes need to be sent to all owners within 60 days of the meeting and all vote tallies will now be reflected in the minutes. The 2020 meeting will likely be the last time PEKA records the minutes for the corporation free of charge.
 - c) Financial Statements: Motion by Gottfried, seconded by Leslie to delegate the approval of the consolidated financial statement to each Board Treasurer. Motion carried.
 - d) Emergency Evacuations: Landing recently experienced a middle of the night evacuation. The process was discussed. First response for Landing is Russell Security and Banff Fire for Point. Previously it was agreed that the amenities for each building could be used as a warm place. Gottfried and Ron D will continue to work on the process.
- 6) **Set next meeting date:** Tentatively December 5, 2020 at 10:00 a.m.
- 7) **Adjournment:** 11:16 a.m. by Gottfried.