

MAR-LEN GARDENS BOARD OF DIRECTORS' MEETING 11/25/2024

Cesar Santos, President calls the meeting to order. Roll call is taken. Twelve buildings are represented by 24 Building Board members.

The minutes of the meeting held on March 28, 2024 are read by Johanne Yergeau in the absence of Johanne Raymond, Secretary.

MOTION 2024-17: moved by Jean-Pierre Messier seconded by René Ducharme that these minutes be accepted.

Motion carried.

The Treasurer's report, as at November 22, 2024 is read by the Treasurer.

TD Bank (as at Oct. 31, 2024)	<u>\$111,699.05</u>
TD Bank (as at Nov.22, 2024)	\$71,230.68
Taxes account	\$440,786.33
Investments	<u>\$449,543.17</u>
TOTAL funds available	\$961,560.18
Accounts Receivables	<u>\$220,119.00</u>
Total	<u>\$1,181,679.18</u>

MOTION 2024-18: moved by Nathalie Rousseau seconded by Paquerette Bolduc that the report be accepted.

Motion carried.

COMMITTEE REPORTS

Listing – Margarita Contreras – since Margarita is away, Cesar informs the shareholders about the sales of apartment.

Apartment for sales:

1/1 – 27 for sale and 3 pending

Deluxe – 4 for sale

2/1 – 9 for sale and 1 pending

2/2 – 4 for sale

Total sales for the year as of today - 29

Entertainment – Olha McGuinness – A lot of people attended the show in November. All entertainers are professional singer. Last show of the year will take place on December 8. Information will be posted in each building board.

Social Club – Nicole Labrecque – Please take note that the social activities for the 2024-2025 season will begin this Saturday, November 30 at 5pm with the Welcome event at the Auditorium. For upcoming activities, information will be posted in each building board or you can access the Marlen website.

Rules & Regulations – Pierre Nadeau – Pierre wants to take a moment of silence in the memory of Pierre Bohémier for his involvement in our Rules & Regulations' Committee and the exhaustive review of our By-Laws.

Finance Committee – Claude Roger addressed the audience and wants to thanks Conrad Lagueux for his work with the Finance Committee over the years. He wishes him good luck for the future. Claude introduces the members of the Finance Committee:

- Claude Roger
- Fernand Girard
- Paul Lefort
- Jean-Pierre Messier
- Marcel Têtu
- Michele Lapalme
- Johanne Yergeau. Secretary

OLD BUSINESS

- 1) **Recertification update** – Cesar explains that recertification for the auditorium as well as the office was completed last week. Both in terms of structural and electrical. The city engineers will come and inspect the work done and we will send the final documents to the city. For the year 2025, we will get the recertification done for all buildings (1 to 12) during the months of January through March. Electrical and structural engineers will give their recommendations.
- 2) **Audit 2021** – We received the final documents from the auditors. A copy is available at the office for your information.
- 3) **Taxes** – For information purposes only, taxes for the year 2024 were paid during the month of November. We were able to save 4% on the total amount.
- 4) **Roofing repairs** – The roofer we hired to repair our roofs and to-follow up on the repairs already made, is no longer answering our calls. We are looking into hiring a new roofer.
- 5) **Kerstin's help** – we had already started looking for help for Kerstin last spring. Auditors also recommended that there is too much work for one person. We posted our search to the unemployment office in order to find a part-time person. In the meantime, during the winter season we have a full house in the office to help Kerstin with her day-to-day work.

NEW BUSINESS

1) Titan and electric cars policy –

TITAN

During our April 2024 Board of Directors' meeting, we put a hold on new tank-less water heater installation until we could get an answer from the electric re-certification company

The concern was the strain on our electric infrastructures and the safety issues associated with those devices. The major issue is the overall capacity of the electric panels in the units and more importantly the one in the electric rooms of each Building.

Following the results of the analysis performed, the clear conclusion is that we do not have the choice, we need to play safe, the risk is too high for the community:

- **tank-less water heaters are not permissible** for the safety of the Mar-Len Gardens electrical system.

Therefore, the official position of the Executive is:

- No new installation is allowed.
- The existing systems have to be replaced by a regular water heater.

Here are the suggestions on how to implement this ban:

- A tank-less water-heater owner must change his system to a conventional one before January 1 2027.**
- A quick inspection of the existing systems will be performed in the first months of 2025 just to make sure that the wiring gauge of the connection is sufficient and is safe (fire hazard).** If not, this will have to be corrected within a month of the inspection date to be able to keep the system until January 1 2027.
- A Renovation Form** for installing the new water-heater has to be filled and left at the office.
- If the owner refuses to change the faulty cable, he will have to change his "Titan" within 1 month of the inspection or the non-compliance consequences are applied.
- If an owner refuses to comply with these rules, the **maximum daily fine** permissible by law will be applied after the date associated with his personal situation until the situation is corrected (conventional water-heater installed).

ELECTRIC CARS

Considering the report from Direktion 360 about the general state of our electrical system. **The building's main electrical service is being used at its maximum capacity. Therefore, there should not be any new loads added to the building including charging of electric vehicles.**

Electrical Vehicle charging stations are definitely considered as an additional load, a continuous and a significant one. **Regardless of the electrical loads involved, under no circumstance is acceptable for a resident to run extension cords through the common areas to charge their cars.**

Such additions shall be permitted (engineering), properly installed, and inspected by the city. If ever we would take into account to add EV chargers to our community, they highly recommend hiring the professional services of a qualified engineer to perform the necessary studies and provide a feasibility report after discussing the strategies for implementing such systems. Most likely, it will involve new services & meters from FPL.

2) Misconduct from shareholders' breaking the rules – In our Cooperative, everyone has a role to play in following our rules.

a) The role of each shareholder

- Obviously abide by them, they exist for a reason, our mutual well-being.
- We do not ask of you to be the enforcer of the rules, leave that to the elected officers. That being said, it would be tremendously helpful if you would not be shy and gently remind your neighbor, if you witness something that is not authorized. Do not pose as the “policeman” but gently point out that what they are doing is not allowed or need a permit to do so.
- If you do not want to intervene, talk to a member of your Building Board.

b) The role of your Building Board Members

- Study the rules;
- Intervene when witnessing a misconduct or the result of a misconduct. It is part of your duty;
- This is a team process; every member must chip in on it. That way it depersonalizes the intervention. You are not enforcing, the Mar-Len Community is. You are only the messenger;
- Always be accompanied by another board member when the subject might encounter resistance from the shareholder;
- Document your intervention;
- In many cases, a simple warning is sufficient. You have the power to impose fines according to the violation as stipulated in our By-Laws and Rules & Regulations:

c) Board of Directors

Supervise and update the rules and By-Laws;
Final interpreter of the rules.

d) Executive members

- Take the necessary actions against the shareholders that refuse to fulfill their financial duties or disregard our By-Laws and Rules & Regulations;
- Support the Building Boards in documenting the cases;
- Transfer delinquent files to the lawyer.

e) Rules & Regulations Committee

- Act as the principal information resources to apply our Rules and By-Laws;
- Main enforcer and mediator in any conflict between shareholders and building boards about an interpretation of the rules;
- May suggest modifications of the Rules by the Board of Directors.

3) New cost – Administration fees –

Laundry card	\$15
Gate card	\$35
Walk-in through gate key	\$35
Mailbox key	\$35
Paint	\$15
Rules & Regulations	\$7.50
Photocopies	\$0.25 / each
Rental Form Application.....	\$150
Trust Agreement	\$100
Stock Certificate	\$75
Background check (credit and criminal report)	\$300

The Executive Committee propose to raise some of their administration fees.

Motion 2024-19: moved by Paul Lefort seconded by Conrad Lagueux that the report be accepted.

20 board members vote: YES

Motion carried.

- 4) Roofs –** As mentioned above, we are following up on hiring a new roofer. We received an estimate today and we have another company that will also come tomorrow. Afterwards, we **will** make a decision with the **expertise of some shareholders** from Mar-Len **Gardens**.

Adjournment 8:38 pm

MOTION 2024-20: moved by Conrad Lagueux seconded by Claude Grégoire that the report be accepted.

Motion carried

Johanne Raymond, Secretary