

**ACTIONS TAKEN VIA TELEPHONE BY CONSENSUS**

**DECEMBER 2003-JANUARY 2004**

**By Directors Bill Waters and Jane Morrissey**

**(Liam Kelly was out of the country and Jane Morrissey was unable to meet in person due to temporary medical restrictions)**

**POLICY adopted based on past precedent that in the case of deaths of unit owners and residents, a donation of \$50 be made to an appropriate charity if the deceased had been of service to the community and in other cases, that a card be sent .**

**THAT A CARD be sent to the family of Bert George and A DONATION BE SENT to the Peterborough Ambulance Service in memory of John Spooner.**

**THAT THE INSURANCE BE RENEWED for the year January 13,2004- January 13,2005 with Trussel, Glidden, Mahoney Insurance Agency at an increased cost of 8% over last year and a lowered water damage deductible from \$10,000 to \$5000 per unit. THAT WE DECLINE TERRORISM COVERAGE. THAT A LETTER TO BE SENT TO OWNERS informing them of the change in coverage BE REQUESTED from our agent and that the letter be mailed to all unit owners of record prior to the renewal date.**

**THE DECISION TO SEND A LETTER to Unit Owners re: SANDING INDIVIDUAL DRIVEWAYS was rescinded based on legal liability and contractual issues. That instead, the contractor be asked to lighten up on the amount of sand being put on the driveways.**

**THAT a NOTICE be posted CLARIFYING the Association's position re: UNIT KEYS.**

**Respectfully submitted,**

**Jane Morrissey, Clerk**