

Brickwood Place

STRATA PLAN NWS 3379

11595 Fraser Street, Maple Ridge BC

Minutes Wednesday August 13th, 2008

The following is the meeting Minutes for the Council of the Owners, Strata Plan NWS 3379 held on Wednesday August 13th, 2008 in Suite 102.

A. CALL TO ORDER

- The meeting was called to order at 7:30 PM.

B. CALLING OF THE ROLL

- Attendance:
 - Secretary, Gary McDonald, Suite 406
 - Treasurer, Tammy Martin, Suite 111
 - Parking and Lockers, Bonnie Bailey, Suite 102
- Regrets:
 - Project Coordinator, Giancarlo Briglio, Suite 201
 - Project Coordinator, Nicole Poggemoeller, Suite 108
- Guests:
 - Maintenance Supervisor, Christoph Kotyk, Suite 111
- Quorum Yes

C. APPROVAL OF MINUTES OF LAST COUNCIL MEETING

- June 18, 2008 Approved
- July 9, 2008 Approved

D. FINANCIAL STATEMENTS, TREASURER'S & ARREARS REPORT

- Arrears to one suite letter and fine to Owner.
- New Suite Package done for one suite.

E. OTHER REPORTS

- Maintenance:
 1. Roof repairs complete, just needs a final walk thru.
 2. Skylights almost done with only the 4th floor elevator area left.
 3. Fire inspection done but one suite not accessed so they need to come back.
 4. Railing repaired North stairwell.
 5. Arranged biweekly garbage pickup.
 6. Many minor repairs.
 7. Updated names at entrance.
 8. Elevator fixed as rock jammed in door. Please clean your feet before entering the building as needed.
- Projects Committee:
 - No report available.

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- Parking and Lockers
 - B & E to car in underground parking
 - Please make sure gate is closed behind you before you park. There is a \$50 fine if caught. This is a serious matter and infringes on all our personal safety.
 - Vehicle parking in wrong spot.
 - This vehicle and/or any others will be fined to Owner and/or towed at Owner's expense.
 - Please contact Council for extra parking if needed.
 - All parking stalls are assigned by Strata Council and not attached to sale of Unit.
 - Friday August 22nd 2008 underground parking will be cleaned from 9 am to 4 pm, so please remove car if possible and remove item not allowed in parking area.

F. UNFINISHED BUSINESS

- Previous complaint letters (Member unavailable to comment)
 - Owners are asked to also contact District of Maple Ridge bylaw department at (604) 463 – 5221 with noise complaints.
- 2 vacancies on council.
- Bylaw updates continue.
- Property management continues to be assessed.
- Surprise Fire Inspection by Fire Department resulted in 6 violations to be done in 14 days.
 - All fix except for cleaning a few sprinkler head, moving lockbox and passing yearly fire inspection
 - Christoph to finish cleaning sprinkler heads and moving lockbox.
 - Mandatory Yearly fire inspection held on August 5th 2008 needs to have one unit inspected still.
- Special assessment calculated by Treasurer and discussed by council for an XO Meeting
 - **Voted unanimously to have a XO meeting on Tuesday, September 23rd 2008**
 - **Voted unanimously to have a special assessment of \$ 0.75 per square foot to cover extra roof/skylight costs.**
- Owners with window problems need to contact Accent Glass at (604) 467 - 4151 soon as this contract needs to be closed.
- Continuing to develop security plan for building with cameras.
- Fence replacement and staining ongoing.
- Key "Lock Box" stolen off of the front of building or lost by the contractor Canstar. This box contained keys to the front door of the building and suites being worked on.

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- Canstar has agreed to pay to have the front door lock and effected suite locks changed and new keys cut.
 - **Voted unanimously to have locks change ASAP for a cost of about \$2,200, part of which to be covered by Canstar.**
 - 2 keys to each unit.
 - Additional keys will cost Owner about \$20.00 each.
 - **Pick your keys up from Wednesday, August 20th 2008 on at Suite 102 and fill in a Owner update form as locks to be changed on Wednesday August 27th 2008**
-
- Garbage bin closed some weeks so discussion on need for biweekly pickup.
 - Christoph to contact company and find out costs.
 - See NEW BUSINESS.

G. NEW BUSINESS

- Biweekly garbage started without council approval.
 - Brought to the attention of council by Bonnie.
 - Bonnie Bailey and Gary McDonald both voiced concerns that this is the second time in as many months Christoph has entered into contracts without council approval.
 - **After discussion, biweekly garbage pickup is approved by unanimous vote.**
- President Sarah Plesant resigns for personal reasons (email).
- Fire inspection was unable to access one unit.
 - **Approved by unanimous vote to fine Owner the cost of having Inspection company return to inspect unit.**
- Owner requests info on renting suite (email).
 - Email sent to Owner stating this is a no rental building but Council will consider any request if written.
- Owner requests info on suite renovations (email).
 - Email sent to Owner stating to submit specific renovations to be done to Council for approval. Then a waiver needs to be signed.
- Owner requests minutes by email (email).
 - TBA
- Owner requests to renovate suite (email).
 - Approved via unanimous vote
 - Waiver to be signed.
- Owner requests repair to soffits.
 - **Approved and cost to be covered by Council via unanimous vote**
- Owner sent bill to council for the cost of changing locks as he states his keys were also in the lockbox that was lost by Canstar.

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- **Denied by unanimous vote and bill to be forwarded to Canstar.**
- Owner states verbally that she has water damage to suite and this was brought up to previous Councils.
 - Owner advised to put this in writing again and this council will respond.
- Realtors are putting lockboxes outside of the building. Please if you are selling your unit please make sure your realtor **doesn't** use a lockbox as they have been stolen in the past and our new lock key costs about \$20 each. Just think one lost key may cost you \$2,200 and inconvenience every Owner.

H. NEXT MEETING

- The next meeting will be held on Wednesday August 27th 2008 in suite 102 at 7:00 PM.

I. ADJOURNMENT

- The meeting was adjourned at 10:03 PM.

Please take a minute and remember to:

Use care moving things in and out of the building as it is literally worth millions and even more to fix

Take large garbage items to the Transfer Station

Make sure the garage door has completely closed behind you as the fine is \$50.00

Strata Council approval needed for all suite renovations such as flooring cabinets, fixtures bathroom and kitchens etc.

All requests to your Strata Council need to be in writing so email, use the lobby box or mail to Suite #414

Be a responsible pet owner

Do not power wash windows or the exterior of the building as this may cause inside leaks

And finally, be a good neighbour as we all have at least a wall in common

Thanks.

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Minutes Wednesday July 9th, 2008

The following is the meeting minutes for the Council of the Owners, Strata Plan NWS 3379 held on Wednesday July 9, 2008 in Suite 102.

A. CALL TO ORDER

- The meeting was called to order at 7:20 pm.

B. CALLING OF THE ROLL

- In Attendance:
 - Treasurer, Tammy Martin, Suite 111
 - Secretary, Gary McDonald, Suite 406
 - Project Coordinator, Giancarlo Briglio, Suite 201
 - Parking and Lockers, Bonnie Bailey, Suite 102
- Regrets:
 - President, Sarah Presant, Suite 112
 - Project Coordinator, Nicole Poggemoeller, Suite 108
- Guests:
 - Maintenance Supervisor, Christoph Kotyk, Suite 111
 - Mike, Suite 103
 - Madhat, Suite 207
- Vote taken to decide who is to chair meeting as President absent. Tammy was voted in unanimously.

C. APPROVAL OF MINUTES OF LAST COUNCIL MEETING

- June 18, 2008 minutes are not written yet so not approved.

D. FINANCIAL STATEMENTS, TREASURER'S & ARREARS REPORT

- As stated previously a cost overrun on the roof, skylight and other matters has produced a need for a special assessment of approximately \$0.50 per square foot. Decision is not yet final. An XO Meeting will be held by the fall of 2008.
- 3 Suites are in arrears so letters and possible fine to go to owners.
- New suite package needed for Suite 407 with maintenance fees.
 - To be filled in and delivered by Gary.

E. REPORTS

- Maintenance:
 1. Numerous wall damage throughout building repaired
 2. Garbage left out by recycle bins needed cleaning
 3. Ceiling tiles repaired on 4th floor due to roof leak
 4. Quote for skylight replacement, about \$10,000

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- 5. Some lockers need locks repaired.
- 6. Please use suggestion box if you see a part of the building needing repairs.
- Projects Committee:
 - Owners with window problems need to contact Accent Glass at (604) 467 - 4151.
 - Continuing to develop security plan for building with up to 3 cameras as 6 is too costly.
 - 2 quotes for staining fence received and 1 to be modified so both quotes will be for entire job.
 - Quotes to be for cleaning, staining and adding tops to the entire new section of fencing.
 - Replacing and staining the rest of the old fence and “gutters” will need more money from owners so query need for Special Assessment and quotes for price.
 - Roof has 2nd of 3 stages completed with extra repairs of approximately \$14,000 done which was not budgeted for so Special Assessment needed at next XO Meeting TBA.
 - Skylights need to be replaced. Repairs should be done before final roof coat applied. Waiting on 2nd quote. Item not budgeted for so will require Special Assessment of about \$10,000 at next XO Meeting TBA.
 - Garage floor cleaning and painting quotes received but low on priority level at present. Will retain for records.
- Parking and Lockers
 - Please return information sheet ASAP to Suite 102 as we need this information to:
 - control the security of our building.
 - Some parking spots are not used or assigned because the roof or pipes leak above them which may damage vehicle. If these spots are used Strata is not responsible for possible damage.
 - Return your information sheet to Suite 102 ASAP.
 - No Owner available to lock and unlock storage locker areas. Another job done by an owner for free as a kind and thoughtful way to help others. Council thanks this past Owner and their family. Is there no other owner or group of owners to provide this service?
 - Use of “Timed” locks discussed instead of person.
 - Quote of about \$300 per door for timed lock (2 doors).
 - Voted unanimously not to proceed with timed locks as you still need key to access storage area and no money in budget for 3rd level of security at this time.
 - Question is raised for the need of a new water hose for the car washing area.

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- Gary volunteered to give Strata water hose from previous home and to install ASAP.

F. UNFINISHED BUSINESS

- Noise complaint letter sent out.
 - Owners are asked to also contact District of Maple Ridge bylaw department at (604) 463 – 5221 with serious issues.
- Still 1 vacancy on council. Please think of volunteering.
- Bylaws to be updated and presented at next XO Meeting TBA.
- Property management being assessed.
- Special assessment being calculated by Treasurer and discussed by council for an XO Meeting TBA.

G. NEW BUSINESS

- Via Letter from President and read by Christoph:
 - Serious noise and possible non verbal threat complaint received, previous warning letter given to this Owner.
 - Unanimously voted to impose a fine to Owner.
 - New Owner requesting to renovate flooring throughout Suite.
 - Unanimously voted to allow as long as proper subflooring used (please contact Giancarlo if needed)
 - New Owner requesting variance to bylaw to allow the rental of the suite.
 - Unanimously voted against rental of suite as it is not believed to be a “hardship case” as per Strata bylaws, which do not allow rentals.
 - Yearly “Fire Inspection” to be scheduled.
 - To be discussed next meeting.
- Key “Lock Box” stolen off of the front of building or lost by the contractor Canstar. This box contained keys to the front door of the building and suites being worked on.
 - Canstar has agreed to pay to have the front door lock changed and new keys cut.
 - Council discussed options to the front door locks from a basic lock to a more secure keyless lock system.
 - From \$0 to \$20 per key.
 - No option decided on so will carry forward.
 - One owner presented bill for changing suite locks as suite keys were in the lock box.
 - Treasurer to forward bill to Canstar for reimbursement.
- Garbage bin overflowing and the chutes were locked on some weeks therefore, question is raised on need to have bi-weekly garbage pickup.

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- Christoph to call and get rate for bi-weekly garbage pickup and present options at next meeting.
- Large garbage items are again being piled beside the recycle bins.
 - If the garbage chute is locked, please hold on to your garbage an extra day as bin is full and no one wants rats in the building.
 - Discussion on increasing Strata fees to provide special monthly garbage pickup for large items.
 - At present, the Strata Council and your neighbours are not responsible for your large garbage items. Please take them to the Transfer Station located only 2 minutes by car on the way to the Albion Ferry and a \$4 Fee.
 - Any volunteers willing to assist your neighbours unable to make the trip to the Transfer Station? Please let Strata Council know.
- Question is raised to set a date to hold the next XO Meeting for Special Assessment and Bylaw “legal” update.
 - Discussed and no date set as not all monetary costs are in and no decisions for which jobs to proceed with have been made.
 - Gary volunteered to have bylaw options ready for next council meeting.
- Pilot lights to “Gas Fireplaces” should be turned off during summer months, please contact a service company if needed.
- “Gas Fireplaces” need to be serviced yearly and this needs to be done by a service company and is not done by your Strata Council. Reminder will be issued during the fall season.

H. NEXT MEETING

- The next meeting will be held on Wednesday Aug 13, 2008 at 7:00 pm in suite 102.

I. ADJOURNMENT

- The meeting was adjourned at 9:48 pm.

Please take a minute and remember to:

Use care moving things in and out of the building as it is literally worth millions and even more to fix

Take large garbage items to the Transfer Station

Make sure the garage door has completely closed behind you as the fine is \$50.00

Strata Council approval needed for all suite renovations such as flooring cabinets, fixtures bathroom and kitchens etc.

All requests to your Strata Council need to be in writing so email, use the lobby box or mail to Suite #414

Be a responsible pet owner

And finally, be a good neighbour as we all have at least a wall in common

Thanks.

**Brickwood Place
11595 Fraser Street
Maple Ridge, British Columbia**

Strata Minutes of June 18th, 2008

1. Call to order: 19:28 hours

2. In Attendance:

Sarah, Bonnie, Tammy, Christoph, Giancarlo

Guest: Chris Kearney

Absent: Gary, Nicole

3. Approval of last Minutes

Approved by Counsel

Motioned by Tammy, Seconded by Sarah Passed

4. Treasurer Report

No fees collected yet on units in arrear of fees. Strata is monitoring this situation.

Sarah is looking into web access for financials for Tammy for the transfer of funds between accounts.

Special Assessment is needed for additional roof expense, \$13,860.00

Motion forwarded by Sarah for a \$0.50 per square foot assessment to cover the additional cost.

XO meeting needed to pass this motion

8. Presidents Report

Letters sent out to the Owners in arrears of Strata Fees

Letter sent out to unit 309 to pay for repairs to 209 (Water Leak)

Dog approved for unit 311

9. Unfinished Business

Sarah spoke to Darren at Assent Management . Darren will come out to XO Meeting Scheduled for July 16th, 2008

Manager Contract approved by Christoph. Christoph did not agree with the task of opening and closing of the Storage Locker doors

Sarah will look into front door locks and storage locker door locks, either thumbprint or Fob style locks

10. New Business

Complaint letter received by Strata of why Strata doesn't have Direct Withdrawal for Strata Fees

A dog complaint was received

11. Next Meeting

July 9th, 2008 at 19:30 hours at Bonnie's place

12. Meeting adjourned at 21:08 hours

BRICKWOOD PLACE – Strata Plan NWS 3379
11595 Fraser St
Maple Ridge, BC V2X 0X7

Minutes of the Strata Council Meeting of Strata Plan NWS 3379
Jan 22, 2008
@ 19:30 hrs, Lobby, Brickwood Place

Present: Trena Zaiser 311
Giancarlo Briglio 201
Jeff Sommersgill 214 (owner – suite rented)

Absent: Leanne Swensson 203 - *treasurer*

Guests: Christoph Kotyk 111
Christopher Kearney 404
Don Hart 407

The meeting was called to order at 19:30. The minutes of the last meeting were approved.

Old and Ongoing Business

New Business:

Council agreed to extend its membership to 5 members:
Council voted in Michelle Pluko and Sarah Presant

Member	Position
Trena Zaiser - 311	President
Sarah Presant 112	Secretary
Michelle Pulko 208	Member at Large
Giancarlo Briglio 201	Member at Large
Jeff Somersgill 214 (owner – suite rented)	Member at Large

Leanne Swensson - remains treasurer without a voting position on council.

Superintendent Role

Council reviewed the building superintendent role. Christoph Kotyk confirmed his agreement of the responsibilities of the role. Council agreed that Christoph should retain a list of storage lockers and parking stalls and the unit numbers that they belong to. This will allow Christoph to notify owners if there are any issues that require their attention in relation to parking or storage. Management/distribution of parking stalls and storage lockers will remain the responsibility of the council.

Christoph will be asking security companies for quotes in relation to underground and front door security.

Building Maintenance

There are two immediate maintenance issues that need to be addressed. Christoph will be facilitating the repair of both of them.

- The first is a roof leak that is warranty work.
- The second are the fans for the fourth floor need to be looked at because of the loud noise they make.

Correspondence:

In the last 9 months we have received more noise complaints than normal. We do have our bylaws that state not to use appliances etc after 11pm, but you do need to be considerate at ALL times of the day. It is unfortunate that noise travels more in condos, so please remember that there are people above and below you all the time. They may work shifts which mean they are on different sleep schedule. **Also "noise" is not strictly partying or loud music.** Here are the Maple Ridge bylaw (please keep in mind we must also abide by the city bylaws as well):

The Corporation of The District of Maple Ridge

By-law No. 5122-1994

4. No owner or occupier of property shall allow that property to be used so that a noise or sound which originates from that property disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighborhood or of persons in the vicinity.

Lockers that have not been claimed will have the locks cut and contents removed on January 28th. There are currently 2 owners on a wait list for the lockers, so if you own a locker that has not been claimed, please do so before the 28th.

Locks that will be cut:

22, 27, 33, 39, 45, 46/47, 48

Treasurer Report :

Bank balance as of Dec 31, 2007:

Contingency Fund: \$93387.87

Chequing Acct: \$7874.07

2 suites still haven't paid the remainder of the assessment. Letters to be sent out.

2 suites still have not handed in post dated cheques for Jan-Nov. Letters to go out.

5 suites have only given Jan cheques. Letters to go out.

Reminders:

Large Garbage Items (dump runs):

Brad from 210 agreed to dump run once a month. He will arrange the time with Christoph or council and a notice will be put up as to when to bring the larger items down. Large items are not to be placed by the garbage throughout the rest of the month.

Cheques for strata fee increases:

Checks for the strata fee increases need to be in before March 1, 2008. If you wish to split the checks into two payments, you can pay 1 installment on February 1, 2008 and the second for March 1, 2008.

All cheques intended for strata should be placed under the door of 203 or 311. **Cheques should not be placed in the locked correspondence box in the lobby for security reasons.**

Meeting adjourned at 18:36.

Next Meeting TBA

2008-FEB-15

MAINTENANCE SUMMARY

RESOLVED ISSUES

- Warranty roof repair (North wing) completed 2008-FEB-11
- Hallway pressurization fan serviced. New fan belts needed soon.
- 108 had water coming from bathroom ceiling fan twice
 - Caulking of shower head and tap in 208 was required and done.
 - No leaks reported since.
- HW riser leak between 205 and 207. Many hours spent on this issue
 - Needed to force into 105 and 205 to investigate
 - Leak fixed.
 - Locks replaced.
 - Owners waiting for drywall repairs.
- Empty lockers discovered. Some with strata locks, others to be cut with witnesses.
- Shovel/salt/sand walks and drives when needed. Thanks Tammy.
- Warranty replacement of older boiler.
- Recirculation pump replaced.
- Elevator stuck on 3rd floor 2008-FEB-02. Rebooted electrical.
- 2 garbage jams
 - Notice to owners must go out reminding them of prohibited items **

OUTSTANDING ISSUES

- Bulletin Board (\$176) to be purchased and installed near owner mailboxes
- Gate vent ½ complete. Need more holes and diamond lathe to finish
- Updating supplier lists
- Security quotes being collected
- 102 Bonnie's mold problem behind base-boards

ROOF

- Leak reported by 306
 - water found in 306 bathroom ceiling
 - pressure relieved by cutting away sections of ceiling
 - thanks to Nathan for many hours of help
 - 306 drying out
- Leak fixed but can expect more @ \$5000 - \$10,000 per year
- Dependable Roofing to provide quotes on several 'new roof' options before XO
 - Financing available for materials (not labor) through S. Talbot
- If we borrow to finance roof can fees remain same without lump payments from owners?

***AMENDED* Minutes of the Strata Council Meeting of Strata Plan NWS 3379**

Feb 15, 2000

@ 19:00 hrs, suite 201, Brickwood Place

Present: Trenna Zaiser 311
Stefano Briglio 201
Jeff Somersgill 214 (owner – suite rented)
Sara Presant 112
Christoph Kotvk 111

Absent: Michelle Pulko 208
Loanne Swenson 200

Guests: Tammy Martin 111
Amber Briglio 201
Emmett Presant 112

The meeting was called to order at 19:10. The minutes of the last meeting were approved.

Old and Ongoing Business

- The holes that were drilled in the top of the plastic covering the garage gate are NOT enough to vent the garage properly. As such, we will be adding another row of holes to the top and bottom of the gate and covering them with diamond lathing mesh to ensure continued security.
- PLEASE do NOT allow your engine to idle for extended periods of time inside the garage.
- Locked bulletin board will be purchased and installed in lobby for posting updates to owners
- Hallway pressurization fan has been serviced, however new fan belts will be needed soon.

New Business:

- Recent leaks in the roof have made it clear that the roof will need to be replaced ASAP. Strata will be getting quotes for replacement cost from local companies. **All owners are strongly encouraged to attend the XO meeting on Wednesday, February 20th for further details on this matter.**
- Owners should be aware that lint build-up in the backs of the dryers pose a fire hazard as well as hampering the dryers' effectiveness. Please take the time to vacuum out the lint in the dryer vents behind the dryer from time to time. Arrangements will also be made to vacuum out the dryer vents outside.
- Owners please examine the caulking around your shower knobs and spouts. There have been some units that have recently had moderate to severe leaks due to broken or faulty shower seals. **Be aware that owners**

whose showers/baths leak and cause damage in the building will be held responsible for any repairs.

- We have received notice from Terasen Gas that gas prices will be increasing by 4%. As a result, gas costs in strata fees will be raised accordingly. This increase will work out to be approximately \$1 more per month.
- Gas fireplaces need to be serviced annually in order to ensure that they meet fire safety standards. Strata will arrange to have a fireplace servicing company come in when the annual fire inspection is done later this spring. Owners are responsible for paying the service man directly when he completes his work in their unit.
- Realtors/potential buyers are occasionally contacting strata members at home. If you are selling your unit, please provide the strata email address as the point of contact for ALL matters. strata.nws3379@gmail.com
- ***It was suggested that a petty cash source be made available to Christoph as he is often faced with situations where he needs to purchase resources for the building. Perhaps we could withdraw a few hundred dollars from the strata bank account for him to have on hand and we can reconcile this each month at the strata meetings, replacing funds according to receipts. As of yet, no decision has been made about this matter.***

Correspondence:

- Letter received from 415 regarding a concern about water draining onto their deck.
 - Christoph will be following up on this matter.
- Letter received from 102 regarding a concern with some mold in the walls as a result of water damage from a leak in the window seal.
 - Arrangements will be made to have the damage examined and the cause determined.
- Request received to remove signs regarding the XO and the replacing of the roof as an owner in the building is selling his/her unit and felt that the signs might be off-putting to potential buyers.
 - Matter was discussed and signs will remain up. Replacing a roof is standard maintenance and should not be taken as a problem. If anything, this is a selling point as the potential buyer will be buying into a building with a new roof that has been paid for.
- Letter received regarding capping the new fence posts. Currently they are not capped which allows for water to be absorbed into the posts, causing potential problems with the wood.
 - It was agreed that this matter is important however currently the roof takes precedence. **If there are any volunteers who would be willing to take on the task of capping the fence posts – please contact Christoph.**

Reminders:

- Strata increase checks **MUST** be in **BEFORE** March 1st, 2008. Please submit to suite #203 or #311.

- **XO meeting to discuss roof on Wednesday, Feb. 20th. Registration at 19:15, meeting to begin at 19:30. Please email strata if you require a proxy form.**

Meeting adjourned at 20:40.

Next meeting XO set for Feb. 20th Registration 7:15 in the Lobby.

BRICKWOOD PLACE – Strata Plan NWS 3379
11595 Fraser St
Maple Ridge, BC V2X 0X7

Minutes of the XO meeting to discuss replacing the roof

Feb 20, 2008 @ 19:15 hrs, Lobby, Brickwood Place

The meeting was called to order at 19:30.

Speaker: Brad Dolley – Tave's Roofing

- Quoted \$145,000 plus \$10,000 for skylights if done at same time
- Would need ½ for deposit and remainder when job finished
- Would take couple weeks to complete

Assessments would go out to all owners. Contingency fund does not have enough money to cover the roof. Assessment would be approx 2.5xsq ft.

It was then brought to attention that on the back of the BBB book was a advertisement for Roof Restoration.

Was voted to have another meeting the following week to investigate Temp-Shield as going that route would mean a tremendous price reduction.

Meeting adjourned 20:35

Minutes of the XO meeting to discuss replacing the roof

Feb 27, 2008 @ 19:15 hrs, Lobby, Brickwood Place

The meeting was called to order at 19:28.

Speaker: Brian Anderson – Temp-Shield Restoration

- Quoted \$54,000 + skylights
- 3 months to cure/24 hours to cure to weather
- Process:
 - 5 days to remove and wash gravel
 - 4 days to tar – wait 4 weeks to cure
 - 2 days for white coat
- 10% deposit and then pay 30% for each stage
- work safe
- liability

Floor to Trena for comments:

- Motion to vote. Provided testimonials are good we will go with Temp-shield
- Discussion on skylights
- Strata Council to get referrals & make decision

20:20 – meeting was still going on but majority of people left.